



## CYMDEITHAS DDYSGEDIG CYMRU THE LEARNED SOCIETY OF WALES

### Role Profile – Member of Medals and Awards Scrutiny Committee

#### Period of appointment

Scrutiny committee members are appointed by General Purposes Committee for three years with a break of 2 years between each tenure required.

From each committee, the General Purposes Committee will annually appoint a Chair and a Vice Chair to lead the discussion. They will serve the same tenure as all ordinary members.

General Purposes Committee will annually select a Chair and a Vice Chair from within the 4 chosen Fellows on each committee who will oversee the Scrutiny process for their allocated medals/awards.

Fellows on the LSW Medals and Awards Committee will serve a tenure of 3 years with a break of 2 years between each tenure required.

Researcher Development Advisory Group members on the LSW Medals and Awards Committee will serve a tenure of 2 years.

Honorary Fellows will be invited to join the Impact Committee by General Purposes Committee on an annual basis, sitting on the committee for one year.

#### Requirements

- Members of each Medals and Awards scrutiny committee will be selected to represent the range of disciplines represented by our medals. Consideration will also be given to ensure we have a gender balance and a strong demographic diversity across all individuals in each committee.

#### Aims of role

- Conduct the scrutiny of Medals and Awards nominations in a fair, equitable and transparent manner in order to consider, score and agree which candidates/ teams will receive the relevant medals/ awards.

#### Specific tasks

- Meet online once annually to consider the nominations received
- Receive and read all nominations in advance of the scrutiny meeting
- Ensure each nomination receives a thorough assessment in line with the Society's regulations and guidance
- Any conflict of interest is declared and dealt with appropriately

- Work with committee colleagues to agree the decisions and record evidence of the decisions made

### **Restrictions**

- Fellows who sit on LSW Council or General Purposes Committee are not eligible to sit on the LSW Medals and Awards Scrutiny Committee.
- No Medal Scrutiny Committee members may nominate someone for a medal or award in the categories for which their committee sits to consider.