CYMDEITHAS DDYSGEDIG CYMRU
THE LEARNED SOCIETY OF WALES

Vice-President for Vice-President for Science, Technology, Engineering, Mathematics and Medicine (STEMM) – role description

The Vice-President is one of the five key Honorary Officers of the Learned Society of Wales. They play a vital role in driving our strategy, planning activities and ensuring the charity's long-term success. The Vice-President works closely with the other Officers (the President, the Vice-President for Humanities, Arts and Social Sciences Science, the Treasurer and the General Secretary). At staff level, they are supported by the Chief Executive, Clerk, Head of Equity and Engagement, Fellowship Officer and Governance Officer. The Vice-President sits on the Society's Council (board of trustees) and other key committees.

Term of office:
The Vice-President will serve a term of three society years, starting at the close of our AGM on 19 May 2027. The Vice-President may seek re-election for a second term of three years, after which they will not be eligible for re-election.

Key responsibilities:

- To be a visible and active ambassador for STEMM and related research matters within the Fellowship and externally, engaging with and supporting strategic relationships and alliances with organisations, communities, and relevant bodies, both nationally and internationally.
- To play a lead role in the annual election process for new Fellows, especially for STEMM and ICAP nominees, this includes:
    - To co-chair the Fellowship Committee, which oversees all aspects of the election process, and facilitate the work of the scrutiny committees.
    - To support the appointment and induction of new STEMM and ICAP Scrutiny Committee members.
    - To liaise and meet with chairs and independent members of scrutiny committees to review the scrutiny process and recommended STEMM and ICAP nominations.
    - To provide feedback to unsuccessful STEMM and ICAP nominees once the election process is complete.
- To discharge the duties of the President in their absence and to undertake such other duties as the President or Council may from time to time determine.' [regulation 5.1].

- To preside, as necessary, at the Annual General Meeting of the Society, at such other General Meetings as may be convened, and also, as appropriate, at meetings of senior committees established by the Council which includes Council meetings (Four 2-hour meetings each year), the Fellowship Committee (Four 1.5-hour meetings each year), Governance Oversight Committee (Two 1.5-hour meetings each year) and the Executive Committee (Ten 1-1.5-hour meetings each year).
- To contribute to setting the Society's strategic direction ensuring that it represents Wales internationally in the world of learning and offers authoritative, scholarly and critical comment and advice at the highest levels on policy issues affecting Wales.
- The Vice-President shall contribute to policy and is responsible for convening Fellows (with support from the staff), with particular specialist knowledge, for the purpose of responding to formal consultations by governmental and non-governmental bodies. This may entail liaising with other national academies and the UK and European research sectors.
- To initiate lecture series and symposia in collaboration with external partners, with the approval of the Council and support from the Staff, in order to promote research and scholarship throughout Wales.
- To participate in the Society's programme of events, including attending lectures, seminars and other meetings on a necessarily selective but appropriate basis.
- To assist and support the staff of the Society as required, e.g. assessing grant applications, chairing workshops, etc.
- To behave at all times with the integrity necessary to maintain public confidence in the role, the Society and Welsh academic and intellectual life.

Ex-officio membership:

- Council (Board of Trustees)
- The Executive Committee
- Fellowship Committee (Co-Chair)
- Governance Oversight Committee

Please see here for a description of these committees.