

## Role Description: VICE-PRESIDENT

### *Background*

The Royal Meteorological Society is the UK's Professional and Learned Society for weather and climate and its mission is **to promote the understanding and application of meteorology for the benefit of all**. The Society plays a key role as the custodian of both the science and the profession of meteorology in the UK and has an important role to play internationally as one of the world's largest meteorological Societies.

### *Role*

The Vice-Presidents of the Society play an important role in helping to shape the strategic direction of the organisation and have responsibility to oversee the strategic projects and activities, closely working with the Executive Team. A Vice-President will typically be a highly respected individual within the community with leadership experience in the science or application of meteorology in a national and international capacity. The Vice-Presidents are nominated and elected in accordance with the Society's Charter and By-Laws. The Society is a registered charity and as such, each elected Member of Council serves as a Trustee of the Society. The Vice-Presidents work with the Executive Team to deliver the Society's three-year strategy.

The Vice-President shall undertake duties as requested by and agreed with the President or Council as the need arises.

### *Responsibilities*

The responsibilities specific to this Vice-President role are:

- chair the Fellowship Committee and sit on the House Committee that both report directly to Council;
- review Fellowship applications and the applications process regularly advising on any changes to Council;
- review the Society's financial performance and, through the House Committee, recommend a budget to Council for approval.

The main responsibilities for the Vice-President roles are:

- lead engagement and dialogue with relevant sectors of the community and provide advice to Council in the development of strategy and programmes of work;
- oversee the development of initiatives to support the achievements of the Society's strategic aims;
- make recommendations on strategic partnerships;
- take ownership of at least one of the Society's strategic initiatives on behalf of Council – this may involve participating in a project team established to deliver this initiative.

In addition to the specific roles defined here, the Vice-President may take up membership of whichever of the Society's committees they wish to become involved with.

### *Requirements*

The successful candidate will ideally have:

- strong leadership and strategic experience within the meteorological community
- experience of risk management
- a commitment to the purpose, objects and values of the organisation
- good attention to detail
- an ability to complete tasks in timely manner
- a willingness to ask questions
- an understanding of the organisational and financial position of the organisation
- an ability to maintain confidentiality on sensitive and confidential information
- an ability to analyse information and, when necessary, challenge constructively
- a willingness to devote the necessary time and effort
- an ability to think strategically without becoming too involved in the detail

### *Term of Office*

The Vice-President serves a three-year term of office.

### *Support*

The role will be supported by the Chief Executive and the Executive Team. This is a voluntary role and expenses will be reimbursed in line with the Royal Meteorological Society Expenses Policy.