

Commonwealth Chemistry Executive Board Members

Updated February 2020

1. Role of Commonwealth Chemistry Executive Board member

- 1.1. Executive Board members are collectively responsible for the management of the Federation's business, setting the strategic direction of the Federation, and monitoring performance against the Federation's objectives and its strategy.
- 1.2. The members of the Executive Board are the legal Directors of the Federation for the purposes of company law in England and Wales, and are responsible for the Federation's legal compliance, accounting and finance.
- 1.3. In their role as Directors, the members of the Executive Board owe legal duties to the Federation, not to their national society or other institutions, and they must be able to act independently to promote the Federation's interests.
- 1.4. Executive Board members will play a prominent role in the life of the Federation, including at regular Executive Board meetings and General Meetings of Commonwealth Chemistry.
- 1.5. Executive Board members have important responsibilities under the Federation's Articles and Rules to ensure Commonwealth Chemistry is well-governed, including taking decisions about admitting members and managing General Meetings.
- 1.6. In the set-up phase, there will be a particular focus for Executive Board members on developing strategic and business plans for the Federation and on securing its funding position for the future.

2. Executive Board composition and term

- 2.1 The Executive Board will usually comprise 9 members, plus the President and President-Elect (where there is one).
- 2.2 There may be no more than two members from any one Commonwealth country on the Executive Board at any one time, with the exception of the position of President or President Elect.
- 2.3 Initially, all Executive Board members will be selected by the Task Group.
- 2.4 Initial Executive Board members will retire by rotation and be replaced by members elected by the Federation's Society Members or members appointed by the Executive Board.
- 2.5 After the set-up phase, the usual term for an Executive Board member will be three years, which may be renewed once (for elected members) or more than once (for appointed members).

- 2.6 All Executive Board members have equal voting rights and shared responsibilities for the Federation.
- 2.7 Due to their role, Executive Board members must not have been disqualified from acting as a director of a company registered in England and Wales.
- 2.8 The Executive Board will be supported by the Commonwealth Chemistry Secretariat.

3. Person specification

- 3.1 Member, Fellow or Honorary Fellow of a Commonwealth Chemistry Society Member.
- 3.2 Distinguished reputation within the profession of the chemical sciences.
- 3.3 Proven commitment to the advancement and application of the chemical sciences.
- 3.4 A commitment to the values and principles of the Commonwealth.
- 3.5 Proven management, governance and/or finance skills.
- 3.6 Highly developed interpersonal and communication skills.
- 3.7 Sufficient time and commitment to fulfil the role.

4. Time Commitment

- 4.1 Attendance at Executive Board meetings, and General Meetings.
- 4.2 Occasional additional meetings with Society Members or other key stakeholders.
- 4.3 Regular review of and contribution to documents including strategic and business plans, policies, procedures and reports.
- 4.4 Involvement in the Commonwealth Chemistry Congress.
- 4.5 Available to President and Secretariat on an *ad hoc* basis to provide strategic input and general support for Commonwealth Chemistry.

5. Financial Support

The financial commitment for travel and subsistence or other expenses should in principle lie with the Society Member making the nomination or from whom the Executive Board member is appointed. Exceptions will be considered where a Society Member can demonstrate to the Executive Board that such funding is not available, in which case the Federation will cover the associated costs.

Commonwealth Chemistry Executive Board Members as February 2020

	Name	Country	Position and notes
	Dr Vicki Gardiner	Australia	President RACI Director Medicines Australia Commonwealth Chemistry President Elect
1	Professor James Darkwa	Ghana	Lead Researcher at BITRI, Botswana Representing the Ghana Chemical Endorsed by SACI and GCS <i>Appointed by CCTG in February 2020</i>
2	Dr Michael Forde	Trinidad and Tobago	Reader at UWI, Trinidad and Tobago Caribbean region and CariScience representative <i>Former CCTG member</i>
3	Professor Steven Holdcroft	Canada	Vice-President Canada Society of Chemistry President Elect Professor Simon Fraser University <i>Appointed by CCTG in February 2020 in an interim position</i>
4	Professor Peter Mallon	South Africa	Professor Stellenbosch University President SACI <i>Former CCTG member</i>
5	Professor Ishmael Masesane	Botswana	Professor University of Botswana Inaugural President Chemical Society of Botswana. <i>Former CCTG member</i>
6	Professor Sarah Masters	New Zealand	Professor at the University of Canterbury President of NZIC <i>Appointed by CCTG in February 2020</i>
7	Professor Sourav Pal	India	Director of IISER Kolkata Former President CRSI <i>Former CCTG member</i>
8	Professor Priyani Paranagama	Sri Lanka	Director, Institute of Indigenous Medicine University of Colombo President Institute of Chemistry, Ceylon <i>Appointed by CCTG in February 2020</i>
9	Dr Robert Parker	UK	Chief Executive Royal Society of Chemistry <i>Former CCTG member and chair</i>
10	Professor Choon Hong Tan	Singapore	President of SNIC Professor at NTU, Head of Science Departments <i>Appointed by CCTG in February 2020</i>
11	Mr Roger Stapleford	Australia	Chief Executive RACI <i>RACI board will confirm appointment</i>

Dr Ale Palermo
Commonwealth Chemistry Secretariat
February 2020