

Draft



American Orchid Society
Education. Conservation. Research.

JOB DESCRIPTION

JOB TITLE: RESEARCH COMMITTEE

DATE: February 22, 2018

REPORTS TO: The Research Committee reports to the AOS Board of Trustees.

The Research Committee is charged with:

- Providing leadership, expertise and guidance to the President and Board of Trustees on matters relating to orchidology research,
- Identifying and prioritizing Research needs, to address Research issues; seeking new paradigms and partners for Science research,
- Soliciting, evaluating and providing recommendations on the granting of Science awards and Science-related research awarded by the AOS, as possible within available funds,
- The President during the annual meeting of the Board or as soon thereafter as practical and with the approval of the Board shall appoint the Chair of the Committee who, unless provided otherwise by the Board shall not serve as Chair for more than four (4) consecutive years.

Ref. Bylaws 6.1

Duties and Responsibilities of the Research Committee

- Solicits, evaluates and provides recommendations to the BOT on the awarding of research grants by the AOS, as are possible within available funds;
- Provides oversight of approved research projects on behalf of the AOS and monitors the progress of research undertaken to ensure it meets agreed upon milestones and outputs; oversees that results are reported in a final report, which is shared with BOT and published as appropriate;
- Fosters publication of AOS funded research accomplishments in ORCHIDS;
- Provides advisory expertise in matters related to orchidology research to the BOT, other committees, societies and members of the AOS, as well as individuals and institutions both in the US and abroad;
- Provides semi-annual reports of activities and progress to the Board of Trustees for the spring and fall meetings;

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- Coordinates research efforts as appropriate with the education, conservation, and other committees as required;
- Performs other duties as may be required to achieve the mission of the AOS and the charges from the BOT.

Duties of the Chair of the Research Committee

- Communicates and convenes meetings with committee members as appropriate, typically via electronic communication and teleconference;
- Chairs meetings of the Committee;
- Reports to the BOT at each semi-annual Members Meeting and to the members at the Annual Meeting;
- Serves as point person for the Committee to communicate questions and concerns to the Trustees and vice versa;
- Supervises all aspects of the Committee's work.
- Assures website information stays current for Research Committee sections. This includes provision of information for posting to AOS staff and coordinated follow up to implement timely posting of requested updates.

**Approved by the Board of Trustees in Wichita, Kansas on April 27, 2012
Revision, approved by the Board of Trustees February 22, 2018,**