



American Orchid Society  
Education. Conservation. Research.

## JOB DESCRIPTION

**JOB TITLE: CONSERVATION COMMITTEE**

**DATE: February 22, 2018**

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

### **SUMMARY**

The Conservation Committee is charged with:

- Providing leadership, expertise and guidance to the President and Board of Trustees (BOT) on matters relating to conservation, particularly: the preservation of orchids in their habitats and in cultivation – in North America and elsewhere.
- Identifying and prioritizing conservation projects, working with other parties/organizations as appropriate, to address conservation issues; seek new paradigms and partners for conservation, habitat preservation and restoration, and the perpetuation of orchids.
- Soliciting, evaluating and providing recommendations on the granting of conservation awards and grants awarded by the AOS; within available funds as set forth by the BOT at the fiscal year.
- contributing to the formulation of global orchid conservation opinion, policies and practices by working to save orchids and their habitats in North America and elsewhere.
- Working towards a sustainable endowment directed towards conservation activities that will provide funding for new and ongoing approved conservation activities carried out by the AOS or in partnership with other appropriate parties.

### **Duties and Responsibilities of the Conservation Committee**

The Conservation Committee will

- Serve as the AOS communication point for conservation related policy, news, and information.
- Provide semi-annual reports of activities and progress to the BOT for the Spring and Fall AOS Members Meetings.
- Provide advisory expertise in matters related to orchidology and conservation issues to the Board of Trustees, other committees, societies and members of the AOS, as well as individuals and institutions both in the US and abroad.

**JOB TITLE: Conservation Committee**

**DATE February 22, 2018**

- Find new partners with which to collaborate on conservation related projects.
- Coordinate conservation efforts as appropriate with the research, education, and other committees to foster and promote conservation projects.
- Communicate conservation related news by contributing to AOS publications, web site, and Facebook.
- Solicit, evaluate, and forward recommendations to the BOT for the awarding of AOS Conservation Grants and Awards, within available funds.
- Review applications and direct recommendations to the Board of Trustees for:
  1. The annual Philip Keenan Award which recognizes the work of an individual in the study or preservation of native orchids of North America, north of Mexico; award amount is \$1,000.
  2. The annual AOS Conservation Recognition Award which consists of 4 awards: (2) \$500 1<sup>st</sup> place awards and (2) \$250 2<sup>nd</sup> place awards; the purpose of the awards is to recognize individuals, groups, and/or Affiliated Societies for outstanding work in the field of orchid conservation efforts; at least one of the awards is designated to recognize efforts benefiting the conservation of orchid species native to Canada, Mexico, or United States; the other awards do not have a geographical limitation.
  3. Conservation Grant Applications which are reviewed, selected and recommended as awards for conservation projects that advance orchidology and the preservation of orchids in every aspect.
- Provide oversight and management of approved conservation grants/projects on behalf of the AOS and monitor the progress to ensure agreed upon milestones or goals are met; oversees that results are reported in a final report, which is with BOT and published as appropriate.
- Perform other duties as may be required to achieve the conservation mission of the AOS.

### **Duties of the Chair of the Conservation Committee**

- Sends out notice/agenda of committee meetings; communicates and convenes meetings with committee members, via email and/or video conference.
- Chairs meetings of the Committee; serves as point person for the Committee to communicate questions and concerns to the BOT and vice versa.
- Reports to the BOT at each semi-annual Members Meetings.
- Collaborates with Conservation Committee Members to foster an environment of cooperation and set committee goals.
- Unless provided otherwise by the Board shall not serve as Chair for more than four consecutive years.

## JOB DESCRIPTION

**JOB TITLE: Conservation Committee**

**DATE February 22, 2018**

- Assures website information stays current for Conservation Committee sections; this includes provision of information for posting to AOS staff and IT 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 at their meeting on September 29, 2016**

**Revision, based on reorg of committee, approved by the Board February 22, 2018**