

## Terms of Reference President

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The following Terms are to be considered in connection with the *Biochemical Society Articles of Association*.

### 1. Duties

- To promote and pursue the aims of the Society with both the government of the United Kingdom and external bodies
- To act as a Trustee (Director) of the Biochemical Society
- To sign all final accounts and Annual Reports on behalf of the Trustees
- To act as the strategic governance head of the Biochemical Society
- The President acts as the Chairperson of the Biochemical Society Council of Trustees
- They will chair the Nominations Panel meeting (see below) at meetings adjacent to those of the Council of Trustees
- They will chair the Annual General Meeting of the Biochemical Society
- They will delegate the operational governance leadership of the Society to the Chair of the Executive Management Committee
- The President will have the authority to involve themselves in any aspect of the Biochemical Society governance with the exception of the Audit Committee

### 2. Required skills and experience

This will be a senior Biochemist with international reputation and considerable experience of the British Academic Community.

### 3. Meetings

#### I. Council of Trustees

The President will Chair all meetings of the Council of Trustees, where practicable.

The President may call an extraordinary meeting of the Council of Trustees upon their own authority, or if requested to do so by five or more Trustees.

Where decisions cannot be made by general consensus the President will call for a vote by show of hands (including their own vote). Should there be an equity of votes, the President may cast an additional vote.

#### II. Annual General Meetings and General Meetings

The President will Chair all general meetings of the Biochemical Society, where practicable.

The President will call for a vote by show of hands (including their own vote), ballot or electronic ballot for all matters requiring ordinary or special resolution. Should there be an equity of votes, the President may cast an additional vote or declare the matter as 'carried over' to the next meeting.

### **III. Nominations Panel**

The President will chair the Nominations Panel meeting, where practicable.

Where decisions cannot be made by general consensus the President will call for a vote by show of hands (including their own vote). Should there be an equity of votes, the President may cast an additional vote.

### **IV. Related meetings**

The President may, under their own authority, attend any Committee meeting of the Biochemical Society, with the exception of the Audit Committee.

The President may attend meetings of the Audit Committee if invited but will not have a vote.

## **4. Term of Office**

The President will have a five (5) year term of office, not including handover activity undertaken before formally taking on the role.

When elected the incoming President will hold the post President Elect for six (6) to twelve (12) months during which time they will undertake handover activities

Following their term of office, the post-holder may not be reappointed within twelve (12) calendar months.

## **5. Ownership of Terms of Reference**

These Terms of Reference are owned by the Council of Trustees. Amendments can be made by a majority vote of the Trustees but will require ratification from the membership at a general meeting, in-line with legislation set out the in the *Articles of Association*.