

## The AusIMM Consultants Society Management Committee Terms of Reference – February 2025

<b>PURPOSE</b>	The Consultants Society exists so its members receive recognition as experts in their chosen fields and advance their skills to the highest level.
<b>STRUCTURE</b>	<p>Society activities will be co-ordinated by a Society Management Committee supported by AusIMM Management Team.</p> <p>The 12-member Management Committee is elected from and by Society members, with one third of the committee standing down or re-nominating for election every year.</p> <p>Society members can nominate again following at least a 1 term (3-year) break from the committee.</p> <p>The Management Committee must strive to encourage nominations from a diverse range of membership to achieve balance in gender, age, discipline and ethnicity, as well as representing the international scope of AusIMM membership.</p> <p>Sub-committees will be established as required by the Management Committee for special projects or areas of focus.</p>
<b>SOCIETY MEMBERS</b>	Any financial member of the AusIMM can belong to the broader Consultants Society group, by nominating for Society membership on their online profile page.
<b>CONSULTANTS DIRECTORY</b>	The Management Committee is responsible for establishing the rules and requirements for the AusIMM Consultants Directory.
<b>MEETINGS</b>	The Management Committee meets monthly via teleconference, or as agreed by the Committee.
<b>GOVERNANCE</b>	<p>The Management Committee comprises 12 members, including a Chairman and a Vice-Chair elected by the committee. The functioning of the Management Committee is governed by the AusIMM Branch and Society Manual, except where modified below.</p> <ul style="list-style-type: none"> <li>• Committee members will be elected on a rolling three-year basis (January – December) with up to one-third of the members coming up for election each year in November.</li> <li>• Members are elected to the Management Committee for a three-year term and may renominate once, for a maximum of two consecutive terms (total 6 years).</li> <li>• The Chair is elected by the Management Committee for an 18-month term, following completion of at least one year on the committee.</li> <li>• The Chair may delegate running of the meeting or any other duties.</li> <li>• The Vice-Chair will be elected by the Management Committee in June following completion of at least one year on the committee. The position will be held, then progress to the role of Chair once the current Chair's term ends.</li> <li>• A three-year strategic document and annual plan/budget will be developed and reviewed by the Management Committee and updated annually in December.</li> <li>• Expectation is that no more than three meetings missed within a 12-month period.</li> <li>• Activities undertaken by the Management Committee must advance the purpose of the entity.</li> </ul>