

Royal Society of Chemistry

Organic Division

<http://www.rsc.org/organicdivision>

Guidance for Organic Division Executive Members

1. Attend as many Organic Division Executive meetings as you can.
2. Encourage colleagues and students to join Organic Division, particularly younger members.
3. Promote organic chemistry in its full breadth and raise its profile.
4. Take on specific duties and deputise for the Organic Division President as requested.
5. Provide input into RSC policy submissions/consultations which are relevant to members of the organic chemistry community.
6. Keep an eye on issues and send agenda items to the Secretary.
7. Engage with other Divisions/Forums/RSC Groups in respect of issues around organic chemistry, together with other parts of the RSC as appropriate.
8. Encourage the nomination of new members of Council, encouraging diversity in age, gender, ethnicity and subject expertise.
9. Encourage the nomination of suitable candidates for awards. Note awardees can usually be from abroad. Encourage diversity. Some awards may have membership conditions.
10. Promote RSC journals, in particular, those of relevance to the organic chemistry community.
11. Encourage participation in Organic Division scientific meetings, symposia, regional meetings and RSC Group meetings and come yourself.
12. Help initiate, plan and organise conferences and meetings.
13. Assist on award panels and (occasionally) deputise for the President.
14. Send in items for the web page or RSC news.
15. Refer in detail to RSC Strategy.