

SIGs Committee Chair(s)

Volunteer Role Descriptor

1. Introduction

The SIGs Committee and the Executive will provide a platform for sharing best practices, fostering cross-disciplinary collaboration and escalating key topics to Council through the Council Executive Committee (CEC), ensuring that the collective expertise is channelled into areas where the Institute can have the greatest impact. The SIGs Committee Chair reports to Council.

2. What you will be doing

Main duties:

You will support the SIGs to ensure there is suitable coverage across the areas of engineering, science and technology relevant to IMarEST; and drive consistent output from the SIGs. You will:

- Chair SIGs Committee meetings.
- Work with the IMarEST's Technical and Policy Team on SIG engagement and output programme.
- Work with the Technical Leadership Committee co-chair(s) to ensure coverage of topics relevant to IMarEST.
- Ensure the SIGs Committee is visible to SIGs, Branches and broader membership.

Supplementary duties:

- Be a member of CEC and attend Council as required.
- Comply with the IMarEST's General Data Protection Regulations (GDPR) requirements.

3. About you

You must be able to adopt a balanced view of IMarEST's scope and coverage. You should be able to coach and encourage SIG chairs and members in their contributions, and drive results through the collective contribution of members.

4. How you will benefit

As a Committee of Council Co-Chair this is a high-profile leadership position, and there are many benefits to volunteering for this role, including:

- You will learn about and understand the technical issues of the Institute, understand its internal workings and contribute to its success.
- The role will provide a high degree of peer visibility and an opportunity to expand your personal network.
- You will gain exposure to a broad range of technical developments.
- Volunteering contributes to your continuing professional development (CPD).

5. Time Commitment

There will be SIGs Committee meetings every two-three months, which you will chair. There are Council Executive Committee meetings every two-three months, and your attendance is required at Council meetings four times a year.

You will need to prepare for the above meetings, especially in driving the development of SIGs Committee outputs. This will include preparation of meeting minutes and a report for Council.

6. Period of appointment

It is anticipated that SIGs Committee Chair(s) will serve for three years plus a further three years by mutual agreement with the Council.

7. How to apply & appointment method

Please complete the application form on the IMarEST website to apply.

As a high-profile role, the response will be reviewed by the Nominations Committee for recommendation to Council for appointment.

8. Induction and Training

Induction will be led by the Vice Chair of Council.

9. Further Information

Expenses will be paid in accordance with IMarEST volunteer expenses policy.

Is this role location specific?	No
Closing date	6th June 2025
Number of roles available	2

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