

1. Outreach Committee of the British Society of Soil Science – Terms of Reference

1.1 The British Society of Soil Science (BSSS) is a membership organisation whose mission is 'to advance the study of soil and to promote a better understanding of soil, nationally and internationally'. BSSS is a company limited by guarantee under The Companies Act 2006. It is also a Registered Charity (No. 1134456) under the Charity Act 2006. The Governing Documents for the Society are the Memorandum of Association and Articles of Association (the Articles) incorporated on 21 December 2009 and Bye-Laws adopted by the Trustee Board on 1st November 2017.

1.2 Under 13.2 of the Bye-Laws, the Trustees shall establish a committee called the Outreach Committee.

1.3 The Outreach Committee supports BSSS to deliver its aims as set out in the documents listed at 1.1. BSSS members are entitled to join and participate in the activities of the Outreach Committee.

1.4 Details of membership and a Code of Conduct for Members of the Society are set out in the Society's Governing Documents above.

2. Functions of the Outreach Committee

2.1 The function of the Outreach Committee is to:

- a) Support members of BSSS by providing educational materials that can be used to deliver educational or public awareness events
- b) Support inclusion and learning of soil science in the UK teaching curricula, up to level 3, through provision of teaching materials and educator support to primary and secondary institutions
- c) Provide information and resources and support training for non-academic stakeholder groups such as farmers, agronomists, land managers or industry
- d) Work with stakeholders and partners to inspire future generations of soil scientists
- e) Promote public engagement with soil science
- f) Provide relevant Education information to Board and Council, which may support the delivery of the society's strategic priorities.

3. Outreach Committee Members

3.1 The Outreach Committee shall comprise a committee of up to ten BSSS members. This usually includes a Chair, Past Chair, the BSSS Executive Officer, a representative of the Professional Practice Committee and an Early Career member.

3.2 Members may also join on an ad hoc basis to contribute to specific Outreach Committee activities.

3.3 The committee will choose one existing member to act as Equity, Diversity and Inclusion (EDI) champion and consider this alongside the committee's activities.

4. Method of Working

4.1 As far as possible, the Outreach Committee shall be representative of society members, and have a range of membership types represented on the committee.

4.2 A minimum of 50% of committee members is required to make the meeting quorate.

4.3 The Chair of the Outreach Committee shall not hold the office of Chair for more than three years in succession but shall then be eligible for re-election to a different committee post.

4.4 Committee members may take parental leave of up to one year on the birth or adoption of their child. Committee members will be able to rejoin the committee with the same membership tenure as the day they left for leave.

4.5 Committee members shall not hold their post for more than three years, but after three years shall be eligible for re-election.

4.6 A diverse representation of members on the committee is encouraged, in line with the Society's Equity, Diversity and Inclusion policy.

4.7 Elections of Outreach Committee members shall be carried out by the Outreach Committee. Nominations shall be submitted to an Outreach Committee meeting, where the Committee should consider and agree the outcome for each nominee.

4.8 Nominations for the Outreach Committee Chair should be submitted to an Outreach Committee meeting, where the Committee should consider and agree their preferred Chair. The nomination for the preferred Chair should be submitted to the next BSSS Council meeting for ratification and an election should take place at the next BSSS General Meeting.

4.9 The committee must be quorate to elect new members.

4.10 If a committee member, including the Chair, does not attend 50% of meetings in any given year, the Chair may remove the committee member from their post. This decision should be made by the Chair in conjunction with the committee. In the case of the Chair, this decision will be made by the Society President.

4.11 The Outreach Committee Chair will be a member of the BSSS Council.

4.12 The Outreach Committee will meet at least twice annually.

4.13 All members of the Committee shall be Society members in good standing.

4.14 The Outreach Committee shall report to the Council and Trustee Board at least once in every financial year of the Society.

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5. Committee Operations

5.1 Committee members will be expected to declare a conflict of interest if they have formal/ professional links with any supplier of services to the Outreach Committee and withdraw from any decisions made.

5.2 As required, the Chair will recommend to Council changes of operating methods or funding patterns in light of external or internal factors.

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