



Member Group Lifecycle Portfolio

Brief

The role will be responsible for ensuring and coordinating the creating, amending and closure of Member Groups.

Community Support Committee

The Community Board created the Community Support Committee to identify, develop, adopt and share good practice within the community and encourage Member Groups to do likewise for the benefit of BCS members and in support of the Institute's Royal Charter and strategy.

Key responsibilities and Actions

- Review applications for new member groups to ensure they follow the criteria set out ready for consideration.
- Review and advise on applications for amending member groups, including merging groups, ready for consideration.
- Work with Member Groups that are inactive to revive them for the BCS Members.
- Review requests to close member groups to ensure all steps have been taken to revive them for the BCS Members.
- Review Community Group offerings to ensure that gaps are identified and fulfil, either geographically or topically.

Our Expectations

Commitment

We expect that the role holder will attend three committee meetings throughout the year. In addition to this, we expect the holder to be responsible for the completion of tasks that fall within the key responsibilities laid out above.

Personal specification

- Knowledge of the role and function of community groups within the society
- Enthusiasm for supporting the community
- Communicate with accuracy and effectiveness
- Knowledge of using remote working tools such as MS Teams, email and other tools implemented by BCS Swindon
- Commit to attend at least three committee meetings, either in person or remotely.
- Commitment to attend at least one Convention event a year.

Support

The Member Group Lifecycle portfolio will be supported by:

- The Community Support Committee
- The Community Board
- HQ staff initially via the Community Support Committee



Community Support Committee (CSC)

Committee Membership

- The selection and appointment of Committee members will adhere to criteria agreed and published by the Community Board, taking into account the Committee's requirements for skills, experience and/or links with key constituencies.
- Membership of the committee is for a three-year term, with the possibility for a further three-year term, at the Chair's discretion.

Volunteering at BCS

BCS provides a wide range of volunteering opportunities locally and nationally. Being a volunteer at BCS allows a unique chance to deliver aspects of our royal charter, it also provides a range of opportunities to develop skills and meet others passionate about Making IT Good for Society.

Volunteering with BCS can be an outlet to give back or a route to career development.

As part of BCS' aim to improve equality and diversity within the profession, we seek to increase the diversity of the Board and committee members. BCS, therefore, welcomes applications from under-represented groups such as women, black and minority ethnic, people with disabilities and the LGBT+ community.