



## APPLICATION FOR MEMBERSHIP

### SPECIAL MEMBERSHIP FOR YOUNG ACADEMIES AND ASSOCIATIONS

#### International Science Council (ISC)

The completed **application form**, together with a **copy of the Statutes of the applying organization** (or equivalent), and a **signed statement** that the applicant will comply with ISC's [Statutes and Rules of Procedure](#) must be received at least two months in advance of the Governing Board meeting at which it is to be considered.

The document *ISC Membership Criteria and Procedure* describes the membership application criteria and procedure for admission to the ISC with details about the application process and relevant extracts from the ISC Statutes and Rules of Procedure.

#### Contact details

<b>Name of organization</b>	Australian Early- and Mid-Career Researchers Forum (EMCR Forum)
<b>Name of person submitting application</b>	Dr Mari Kondo (on behalf of the 2022 EMCR Forum Chair, Dr Raffaella Demichelis and Co-Deputy Chairs, Dr Mohammad Taha and Dr Vanessa Moss)
<b>Position held in the organization</b>	EMCR Program Manager, Australian Academy of Science
<b>Email address</b>	EMCR@science.org.au

#### Type of membership

The  
Australian Early- and Mid-Career Researchers Forum (EMCR Forum)  
hereby applies to become a Member of ISC as a

**Full Member (Category 1):** Scientific unions, associations and similar bodies, being international scientific organizations devoted to the practice and promotion of specific scientific disciplines or areas

**Full Member (Category 2):** Academies of sciences, research councils or analogous not-for-profit scientific bodies representing a broad spectrum of scientific fields or disciplines in a country, region, territory or globally.



**Affiliated Member (Category 3):** Other international bodies, being governmental and non-governmental organizations, whose activities are in a field cognate to those of the Council.

**Details concerning the organization applying for membership**

<b>Date of creation of the organization</b>	2011
<b>Types of members</b>	The EMCR Forum represents the voice of 6,000+ Australian early- and mid-career researchers (EMCRs) in STEM and has more than 10 years' experience in actively advocating for sustainable and transparent career structures, equity and inclusion, a fair funding system, and future sustainability. The Forum actively engages on these themes with government, national funding bodies, academic and non-academic institutions, and the learned academies through policy submissions, collecting and delivering feedback, creating, and promoting initiatives aimed at supporting the EMCR community in a variety of ways. Every second year, the EMCR Forum organises Science Pathways, the top national conference on professional development for EMCRs, attracting 200+ participants and hosting national leaders in STEM amongst the speakers and panellists.
<b>The organization is</b>	<input checked="" type="checkbox"/> Non-governmental <input type="checkbox"/> Quasi-governmental <input type="checkbox"/> Governmental
<b>Source of funds</b>	Non-profit (from Australian Academy of Science, Royal Society Australia Board, registrations from the Science Pathways conference.
<b>Relationship to government</b>	The EMCR Forum is a non-governmental organisation that informs the Australian Academy of Science by advocating on behalf of EMCRs in Australia
<b>Affiliation to senior academy or association</b>	Established in 2011 under the auspices of the Australian Academy of Science
<b>Does the senior academy or association support your application?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other <i>[Please advise]</i>
<b>Name of contact at senior academy or association supporting your application</b>	Professor Frances Separovic AO FAA Foreign Secretary, Australian Academy of Science
<b>Affiliation to national and international scientific groupings</b>	Established under the auspices of the Australian Academy of Science
<b>International activities</b>	The EMCR Forum has been selected to present at the Triennial



	Conference of the InterAcademy Partnership (IAP) and the Worldwide Meeting of the Young Academies, 2022
<b>Contacts with the ISC or ISC bodies</b>	

**Statement of motivation**

To date, the EMCR Forum has primarily worked at the Australian national level. By joining the International Science Council, the Forum hopes to open a new area of activities aimed at creating links between the EMCR Forum's work and international communities of early- and mid-career researchers (EMCRs). This is the spirit of opening a two-way communication that allows the Forum to both share their experience with international EMCR communities and to learn from them, while also working with them on potential areas of overlap and global issues.

**Attachments**

- Statutes** (or equivalent) of the applying organization
- Formal attestation** to the effect that the governing body of the organization seeking admission to ISC has resolved that the organization will adhere to ISC's Statutes and Rules of Procedure (template provided).
- Additional information about the applicant
  - **Letter of Support from the Australian Academy of Science**
  - **EMCR Forum fast facts**
  - **EMCR Forum Strategic Plan 2021-225**

**Signed on behalf of the applying organization**

Name: Dr Mari Kondo  
Position: EMCR Program Manager, Australian Academy of Science  
Date: 14 September, 2022  
Signature:

**STATEMENT OF COMPLIANCE  
WITH THE STATUTES AND RULES OF PROCEDURE OF THE  
INTERNATIONAL SCIENCE COUNCIL**

I, undersigned, hereby attest that the Australian Early- and Mid-Career Researchers Forum (EMCR Forum) will adhere to the Statutes and Rules of Procedure of the International Science Council.

*13th September, 2022*

*Signed by Dr Mari Kondo, EMCR Program Manager, Australian Academy of Science, on behalf of the 2022 EMCR Forum Chair, Dr Raffaella Demichelis and Co-Deputy Chairs, Dr Mohammad Taha and Dr Vanessa Moss*

A handwritten signature in blue ink, appearing to be "Mari Kondo".



**Australian  
Academy of  
Science**

26 August 2022

Ms Gabriela Ivan  
Junior Administrative Officer (Membership Development)  
International Science Council

Dear Ms Ivan,

**Re: Letter of support for the Early-and Mid-Career Researcher Forum in Australia to join the International Science Council as an Affiliate Member**

In 2011, the Australian Academy of Science established the Early- and Mid-Career Researcher (EMCR) Forum, in recognition of the challenges faced by Australia's emerging researchers. The Forum was established to serve as a unified voice for EMCRs in Australia.

The Forum has actively and successfully advocated on behalf of EMCRs, with particular emphasis on diversity and career structures. This has been driven by interacting with decision makers in government and funding agencies, policy and consultation submissions, and best practise guides.

The Forum provides a mechanism for the Academy to engage with EMCRs from around Australia and to obtain advice on issues relevant to EMCRs. This informs the Academy's policy recommendations to government and helps it to develop effective EMCR activities. The Forum provides a vital connection between Australia's most eminent scientists and tomorrow's future scientific leaders.

Since 1954, the Australian Academy of Science has managed Australia's engagement with the International Science Council (ISC) (previously the International Council for Science), and its international scientific bodies on behalf of the Commonwealth.

As Australia's national member to the ISC, the Academy understands the benefits of Australian membership to the ISC and is keen for the Forum to experience the benefits of promoting international scientific engagement by establishing and maintaining relationships between Australian young researchers, the ISC, and other international groups.

A unique challenge for Australian scientists is the distance and associated costs to meet peers at international scientific meetings and conferences. Membership of the ISC would provide the Forum an opportunity for international exposure that is particularly important in fostering scientific careers. The Forum would also contribute, from a Southern Hemisphere perspective, to the global science policy dialogue facilitated by the ISC.

We hope that the ISC will look favourably at the Forum's request for Affiliate Membership.

Yours sincerely

A handwritten signature in black ink, appearing to read 'F. Separovic'.

Professor Frances Separovic AO FAA  
**Foreign Secretary**  
Australian Academy of Science

# EMCR Forum Guidelines

The Australian Academy of Science is committed to fostering excellence in science and advancing science policy issues with Government and the community on behalf of all Australian scientists.

To increase awareness of the activities of the Academy amongst younger scientists, and to enable them to discuss and provide input and guidance to the Academy from their perspective on issues affecting early- and mid-career researchers (EMCRs), the Academy established the Early- and Mid-Career Researchers Forum (EMCR Forum) in 2011.

The Forum provides young researchers with the opportunity to contribute to the Academy's activities, with a particular focus on programs for EMCRs and to help to inform science policy development.

## Membership

Membership of the Forum is open to any early career or mid-career, natural or applied, scientist actively engaged in research, holding a research higher degree. The Forum aims to be inclusive, and so, though an EMCR can often be defined as any individual within 15 years of their PhD (discounting periods of career interruptions), the Forum also aims to support all researchers experiencing transitions in their career or who feel they would benefit from representation.

## EMCR Representative Network

The purpose of the EMCR Representative Network is to represent and communicate the interests of EMCRs at workplaces around Australia to the EMCR Forum Executive. The Representative Network is intended to strengthen the Forum's ability to reach and equitably represent all of Australia's EMCRs.

The EMCR Representative Network is comprised of EMCR Representatives providing representation of the EMCRs within their workplace to the EMCR Forum Executive.

The Representative Network also functions to share information from the Executive and the Australian Academy of Science, with EMCRs at workplaces around Australia. Representatives may also be asked from time to time to provide local support for EMCR Forum activities in their State. The terms of reference of the EMCR Representative Network are at Appendix A.

## EMCR Forum Executive

To coordinate and represent the EMCR Forum, the Academy will appoint an EMCR Forum Executive.

### Size

The membership of the Executive shall normally not exceed twelve.

## Membership

The Executive members will be drawn from multiple scientific disciplines and geographic regions of Australia and will be chosen to ensure gender balance and representation across research

sectors (academic, government, industry). The Executive appointment process is outlined in Appendix B.

The Executive members will be chosen and approved by the Executive Committee of the Academy from a shortlist of candidates provided by the EMCR Forum Executive.

Three persons will normally rotate off the Executive each year.

### **Chair and Deputy Chair(s)**

The Executive will appoint a Chair and two Deputy Chairs from its number. The Chair and Deputy Chairs should have served on the Executive for at least one year and a maximum of three years at their time of appointment, which will be for a period of one year. Chairs and Deputy Chairs can seek reappointment for a further year if they wish to do so. To enable continuity Chairs normally continue on the committee either in the position of Deputy Chair or as an ordinary member in the year following their service as Chair. See Appendix C for advice and guidelines on how to Chair the Forum executive.

The Chair and two Deputy Chairs will be ex officio members of the Academy's EMCR Committee of Council for the duration of their service in the position.

Chairs and Deputy Chairs will be nominated via the following process:

1. Call for (self-) nominations (ideally, the nominee must have served on the Executive for at least 12 months). The person nominating must ensure their nominee is prepared to accept the nomination/role before submitting. One name per person.
2. Nominations are counted by the EMCR Program Manager. If there are equal numbers of nominations for 2 (or more) individuals, then we proceed with an e-vote (emails sent by each executive member to the EMCR Program Manager).
3. The Secretary for Science Policy approves, and the person is appointed.

### **Expectations**

Members of the Executive are expected to commit approximately 5% of their time to the work of the EMCR Forum. Where required this should be negotiated with the member's employer.

The types of activities that members of the Executive may be involved in include attendance at the annual in-person planning meeting, attendance by videoconferencing at Executive meetings throughout the year, attendance at the Science Pathways conference, and contribution to advocacy and engagement activities. It is expected that each Executive member will take the lead in at least one advocacy or engagement activity annually.

If at some point in their tenure a member finds that they are unable to commit the required amount of time to the committee it is expected that they will seek a leave of absence or choose to resign from the committee. Leave of absence for any reason including but not limited to parental leave, can be of any duration, agreed to by the Chair and Deputy Chairs. The Committee may seek to replace a member on a leave of absence, depending upon its duration and timing. Replacements will be made from the reserve list created during shortlisting.

All Executive members acknowledge and will be bound the Australian Academy of Science's Code of Conduct.

## Meetings

The Executive will typically meet every 4-6 weeks, typically by videoconference, with at least one in person meeting annually. From time to time, it may invite other EMCRs to attend a meeting if this is necessary for balanced representation or specialist advice.

The EMCR Forum Executive may initiate consideration of any issue of importance to the EMCR Forum and within the remit of the Academy.

## Funding

The Academy will assist the EMCR Forum Executive with in-kind support to help them achieve their objectives. The EMCR Forum Executive may also raise its own funds from academic and research institutions, government agencies and industry sources which may be acknowledged by the Forum as sponsoring organisations.

## Terms of reference

The EMCR Forum Executive will work closely with the Academy's Executive Committee through the President and the Secretary for Science Policy, and with the Academy Secretariat, in particular the Diversity and Inclusion section and the EMCR Program Manager

The members of the Forum Executive are encouraged to communicate internally, but media releases and public comments should be developed in conjunction with the Academy's Diversity and Inclusion and Communications Sections. Executive members should also refer to the EMCR Forum's Communication Strategy and the Social Media Policy.

The Forum may contribute to a diverse range of activities, including:

- Alerting the Academy to issues that impact specifically or disproportionately on EMCRs.
- Encouraging EMCRs to become members of the EMCR Forum.
- Working with the EMCR Program Manager to prepare the EMCR Pathways Newsletter and identify other material of interest to EMCRs for dissemination through regular e-updates.
- Attending Academy Council meetings to provide EMCR input into Academy strategic planning.
- Assisting the Academy to identify suitable EMCRs to serve on the Academy's National Committees for Science and, on request, other committees.
- Assisting the Academy to identify suitable candidates for Academy medals and other awards to EMCRs, and to attend international meetings such as the annual meeting of Nobel laureates at Lindau.

Examples of activities that might form a focus for the Forum include:

- Gathering data to better understand the demographics of early- and mid-career scientists and identify discipline-specific issues.
- Examining and contrasting the career structure and related career issues for EMCRs within the University system, publicly funded research organisations, industry and research institutes.

- Evaluating the attrition rate from a research career and evaluating the alternate career paths available to EMCRs.
- Identifying specific issues that lead to many women failings to progress to the highest levels in research.
- 

#### **National meeting of the EMCR Forum**

The Forum Executive will organise and host a national meeting of the EMCR Forum, Science Pathways, on topics relevant to EMCRs, approximately every 18 months.

## Appendix A

### EMCR Representative Network Terms of Reference

Version 2, March 2020

#### 1. Background

The EMCR Representative Network (RepNet) is comprised of early- and mid-career researchers (Representatives) providing representation of the EMCR Forum to their workplace. This document outlines the context within which Reps of the RepNet will operate.

#### 2. Mission

The EMCR Forum's mission is to be the voice of Australia's EMCRs, championing improvement in the national research environment through advocacy. The RepNet's mission is to expand, strengthen, communicate and build relationships between the Forum and the diverse workplaces of EMCRs across Australia.

In addition, the RepNet functions as the conduit of information between the EMCR Forum Executive and EMCRs around Australia. The RepNet strengthens the Forum's ability to reach and equitably represent all of Australia's EMCRs.

#### 3. Structure

The RepNet will be comprised of volunteers from any workplace with EMCRs, with an expected limit of one per business unit (e.g. Departments) so that Reps from the same organisation can represent the diverse cohort of their organisation. Additional Representatives may be recruited as required by the Forum.

The EMCR Forum Executive is responsible for the coordination of the RepNet and provide a communication hub across Reps.

#### 4. Membership and Appointment

Representatives should identify as an EMCR, be based in Australia and be a member of the EMCR Forum.

The Forum follows a self-identification definition of EMCR. Usually a person conducting research and within 15 years of the receipt of their PhD, excluding all career breaks. Teaching or service focused appointments are welcome if they are aligned with the Forum's mission.

Members of the Forum will be called upon to self-nominate for RepNet positions at least once a year. Nominations will be considered by the Forum Executive giving significant weight on the principles of diversity, equity and inclusion. Academic performance will not be a criterion but a track-record of EMCR engagement activities will provide valuable experience in preparing for the role.

Appointments will be initially for a term of 1 year with the possibility of an extension of an extra year after review. Representatives will be expected to provide half a day a month of service and participate to the RepNet-wide meetings at least once every three months.

By participating in the RepNet, Representatives are required to agree to these Terms of Reference and the [Australian Academy of Science's Code of Conduct](#). The Forum does not tolerate bad behaviour of any kind including harassment, bullying, discrimination. The Executive will terminate appointments of such misconduct, all Representatives and Members are encouraged to report such instances directly to the Executive. The Executive also reserves the right to terminate appointments to the EMCR Representative Network at any time.

## 5. Roles and Responsibilities for Representatives

Representatives are primarily responsible for representing EMCRs within their workplace to the Executive and facilitating Forum activities. Specifically, Representatives are requested to:

- keep a record of relevant EMCR activities, groups, and concerns in their workplace
- encourage EMCRs within their workplace to join the EMCR Forum
- inform EMCRs within their workplace about opportunities and activities provided by the EMCR Forum and the Australian Academy of Science
- contribute content to the EMCR Forum newsletter or e-updates at least once a year

Representatives may also be asked to:

- survey and collate EMCR-relevant information within their workplace
- assist with EMCR Forum events and activities in their local area.

It is important to note that Representatives do not have the authority to make public comment on behalf of the EMCR Forum, the Executive, or the Australian Academy of Science. Any such media requests should be communicated to the Executive for consideration and co-ordination.

If a Representative wish to relinquish their appointment or leave their workplace before their term has been served, they must notify the Executive, preferably by recommending one or more EMCRs from the same workplace for consideration. If their new workplace does not have a Representative, they may request to represent their new workplace.

## 6. Roles and Responsibilities for Executive

The Executive will be responsible for facilitating the duties of the RepNet, specifically:

- organise and chair regular RepNet online videoconferences
- update the RepNet on Executive activities
- be the point of contact for Representatives who require support

## 7. Reporting structures

Representatives will report to the Executive monthly.

Two members of the Executive will be the nominated points-of-contact for the Representatives who may be supported by the Australian Academy of Science's Secretariat.

Representatives can also contact the Executive through their email address ([emcr@science.org.au](mailto:emcr@science.org.au)). Please include the information that you are a RepNet Representative and list your workplace.

## **8. Communication and meetings**

Representatives and the Executive will communicate about every 8 weeks via videoconference and will use email and/or online collaboration tools as required. In person meetings of local members of the RepNet Network may be organised by RepNet members and they are encouraged to invite members of the Executive.

## **9. Resources**

The Executive will provide materials such as email templates, posters, and presentation slides to Representatives for the express purpose of disseminating information. These materials should be used as instructed and are not to be altered in any way.

The EMCR Forum cannot commit to financial support for every RepNet activity. However, key events may be considered by the Executive if they align with the EMCR Forum mission and can attract co-funding from other partners. The Executive can support Representatives who seek to fundraise and design such events.

## **10. Review**

The Terms of Reference will be reviewed every two years. Next review date is March 2022.

## Appendix B

### EMCR Forum Executive evaluation guidelines

#### Service

The term of service on the Forum Executive is per calendar year (January 1st to December 31st).

#### Applications

The call for new Executive members will be announced by the Australian Academy of Science EMCR Unit in September each year.

The call will indicate that “preference” will be given to applicants from the sector, geography, experience, gender and other diversity factors that will be missing in the existing Executive members continuing on in the following year. This will be worded so as not to exclude the most motivated or suitable applicants.

Careful consideration of the questions in the expression of interest (Eol) forms can enable collection of informative demographic data, which will assist in continuous improvement of the selection processes. Questions to consider include: name; state; sector/employer; appointment; nationality; PhD award year; career interruptions; PhD field; research discipline; Are you from a group that is traditionally underrepresented in STEM? Optional – provide details; Can you identify barrier(s) that have impacted your career? Optional – provide details. Additional to the questions asked, applicants are asked to provide a two-page CV.

Current Executive members can choose the best method for receiving and reviewing Eol forms. Methods used in the past include Google Forms or direct submission to the Australian Academy of Science’s EMCR email address [emcr@science.org.au](mailto:emcr@science.org.au). The EMCR Unit will collate the applications, generate a scoring spreadsheet, and send to all Forum Executive members for evaluation and scoring.

The process runs in four stages with the following timeline:

Stage	Action	Description
August	Planning	EMCR Forum Executive members agree on questions to be asked on Eol form and confirm the selection criteria and process
1 <i>September</i> <i>1 month</i>	Announce	Call for Eol via an online form where applicants provide a 2-page CV, demographic information and respond a few questions related to their motivation and reason for willingness to volunteer
2 <i>October</i> <i>1 week</i>	Shortlist	Current EMCR Forum Executive shortlist candidates to three times the number of available positions but capped at 10 applicants Notify outcome to applicants who were not shortlisted
3 <i>October</i> <i>2 weeks</i>	Interview	Shortlisted applicants are invited to a short, 10min, teleconference interview
4 <i>October</i> <i>1 week</i>	Selection	EMCR Forum Executive members make a final assessment of new elected members including at least one reserve

November	EXCOM endorsement	Final selection of candidates sent to EXCOM for endorsement
December	Notify	Notify successful (and unsuccessful) shortlisted applicants following EXCOM approval and include an invitation to attend the February Forum Executive face-to-face meeting

## Scoring

Members of the Forum Executive will read through all the application materials and/or those specifically assigned to them by the EMCR Unit. To shortlist (stage 2), Forum Executive members give two scores out of three (0: unsuitable, 1: average, 2: good, 3: outstanding) to each applicant: one relative to the science/research record, and one relative to the commitment to delivering impact of benefit to society, government or industry. Demonstrated engagement in the promotion of science, working with young scientists and activities similar to those undertaken by the Forum should also be considered favourably. Scores are to be entered into the scoring spreadsheet provided by the Academy's EMCR Unit. If a Forum Executive member has specific comments, a brief remark(s) can be included on the spreadsheet. The completed spreadsheet containing each Forum Executive member's score is to be sent confidentially to the EMCR Unit, who will collate them and generate a total average score that will be used to stratify applicants. Discussion and short-listing by the Forum Executive (via teleconference) and should consider the principles of diversity.

## Short-listing

All Forum Executive members will receive the spreadsheet containing the individual scores for each applicant and their total average score. The Forum Executive then discusses each application, identifying the unanimous highest and lowest scoring applications, with further discussion if the application is borderline or there is significant variation in the scoring.

Shortlisting will take into account balancing the diversity of the entire committee, including existing members. Diversity will be considered across multiple factors including (but not limited to) gender, scientific discipline, regional location, career stage (e.g., ECR vs MCR), cultural background, ethnicity, type of employer (e.g., university vs industry vs government), and nationality. The following guiding principles should be noted:

- no more than 4 members will be based in one particular state or territory
- no more than 7 members will identify as of one gender.

A majority consensus will determine the short-listed applicants to go onto the interview round (stage 3). Typically, at least double the number of applicants will be interviewed for the number of positions available.

## Interview

Interviews are intended to be a brief (10min) and conversational opportunity to engage with the applicant and characterise dynamic within the team as well as allowing for the opportunity to clarify any questions they may have.

The proposed applicants plus at least one reserve will be submitted to the Academy Executive Committee for final approval in their November meeting. Typically, 3-4 new members will be appointed each year.

## Announcement

New Forum Executive members will be notified individually by the Academy's EMCR Unit, and formally announced and published in the Academy's *EMCR Pathways* newsletter.

## **Conflicts of interest**

It is recommended that Forum Executive members refrain from scoring any applications where they feel there is a potential conflict of interest. Having met someone or being aware of their work is not sufficient to preclude from scoring them. However, knowing the candidate well, having worked or published with them, or being in the same department does. If any Forum Executive member is uncertain, they can discuss with the Forum Chair and/or the EMCR Unit.

## **Ensuring the principles of diversity are upheld**

When shortlisting applicants to interview, consider the diversity of the current Executive members and those who have been shortlisted. In some circumstances some highly motivated applicants may need to be removed as it may be determined that they cannot be suitable if diversity is to take priority.

Following the selection process, de-identified information about the diversity of applicants should be recorded.

## Appendix C

### Chairing the EMCR Forum committee

The Australian Academy of Science is an organisation which aims to provide leadership opportunities to early- and mid-career researchers, such as serving on the Australian Early-Mid Career Researcher Forum. Researchers may be serving as Chair or Deputy Chair for the first time. Thus, we felt it was important to provide some advice and guidelines on how to chair the Forum committee.

#### Formalities when first assigned Chair:

1. Formally accept the appointment to serve as Chair (or Deputy Chair) through the Academy's Diversity and Inclusion section.
2. Be familiar with the Academy Executive Committee and its Standard Operating Procedures and related processes.
3. Obtain the contact information, including email addresses, for all of your committee members from the Academy's EMCR Program Manager.

#### Organising the Forum:

1. Upon assuming the Chair position, send an email to all Forum Executive members to confirm you have the correct contact details (i.e., request replies to confirm they received your email).
2. In the first email:
  - a. Introduce yourself
  - b. Describe the goals, objectives and/or tasks of the Forum
  - c. Detail the expectations you have for the committee members (i.e. if there are deadlines, meetings to attend, etc)
  - d. Set the communication schedule (i.e. One face-to-face meetings each year plus regular conference calls, etc). Conference calls or videoconference can be arranged through the Academy's EMCR Program Manager.
3. Develop an agenda ahead of time for each meeting and distribute this, along with call-in information, prior to the call. The Academy's EMCR Program Manager will coordinate a meeting date and time via a Doodle poll, and also host the videoconference.
4. It is important to make decisions with the input of all committee members. Thus, if there is a decision to be made, communicate the issue to the committee members to receive input. While this may be your first-time chairing, it is often also the early- and mid-career researchers first time serving on a committee. You want to engage all Forum Executive members and make this a good experience for all serving members.
5. It is important to follow up on all issues discussed during the meeting. Provide feedback and/or updates to the Forum Executive members on a regular basis. Communicate with

the EMCR Program Manager about the activities related to your committee on a regular basis.

#### **Other responsibilities as Chair:**

- Must provide regular updates to the Academy's Secretary for Science Policy on the progress and status of your committee work.
- The EMCR Program Manager may ask you to prepare an article for the *EMCR Pathways* newsletter.
- Must provide at least quarterly updates to the EMCR Program Manager to have the Forum's web content updated to reflect progress and the ongoing activities of the Forum
- Consult with the EMCR Program Manager to provide input for regular Papers provided to the Academy Executive Committee on the EMCR activities.
- Follow up on relevant action items that pertain to the Forum.
- If holding a face-to-face meeting, work with the EMCR Program Manager to develop an agenda that can be distributed to all Forum Executive members ahead of time.
- Work with the EMCR Program Manager and other Academy staff to host a national meeting every 18 months.

#### **The key to success is through the Chair's communication skills:**

- Communicate with committee members regularly
- Communicate information in a clear and concise manner (i.e. be organised)
- Follow up on all requests
- Involve as many committee members as possible
- Answer all correspondence in a prompt manner
- Provide positive feedback to members who do good work, and are involved
- Welcome feedback
- Maintain a sense of collegiality
- Have fun!



## EMCR Forum

### fast facts

#### What is the EMCR Forum?

The Australian Academy of Science Early- and Mid-Career Researcher Forum (the EMCR Forum) is the national voice of Australia's emerging STEM researchers. It champions improvement in the national research environment for EMCRs through advocacy. If you identify as an EMCR, then we represent you.

#### Who can join the EMCR Forum?

All researchers in STEM who self-identify as an early or mid-career researcher (typically up to 15 years post-PhD, excluding interruptions) irrespective of their position or sector.

#### How do I become a member of the EMCR Forum?

Simply jump on the website and [sign up to become a member](#). There is no selection process or restriction on membership. We encourage each and every EMCR to sign up because it's a great way to increase your engagement, stay informed and have a say. Plus, the larger, more diverse and more

representative the EMCR Forum membership is, the louder and more effective the voice of the EMCR Forum.

#### What are the benefits of being a member of the EMCR Forum?

**Learn.** Members are able to attend the Science Pathways conference for professional development of EMCRs, which is held every 18 months. Members are also eligible to apply for a large number of travel awards to attend the conference worth over \$1,000 each.

**Make a difference.** Members who have an idea for an activity that benefits EMCRs, can propose them for funding under the [Theo Murphy Initiative](#), and work with the Australian Academy of Science staff to turn them into reality

**Be informed.** Members will receive our quarterly newsletter EMCR Pathways as well as our fortnightly email update including awards, opportunities and other news and events for EMCRs.

**Share the word.** Members are also able to contribute to or advertise events in the newsletter and email updates.

**Have your say!** Members can contribute to regular submissions that the EMCR Forum makes to the Australian Government and other organisations in the sector to ensure that we realise the brightest future for EMCRs.

#### How can I find out what the EMCR Forum is doing?

[Sign up as a member](#) and you will receive a fortnightly email of updates, news and opportunities, plus a quarterly newsletter reporting on our activities and other relevant EMCR activities across Australia.

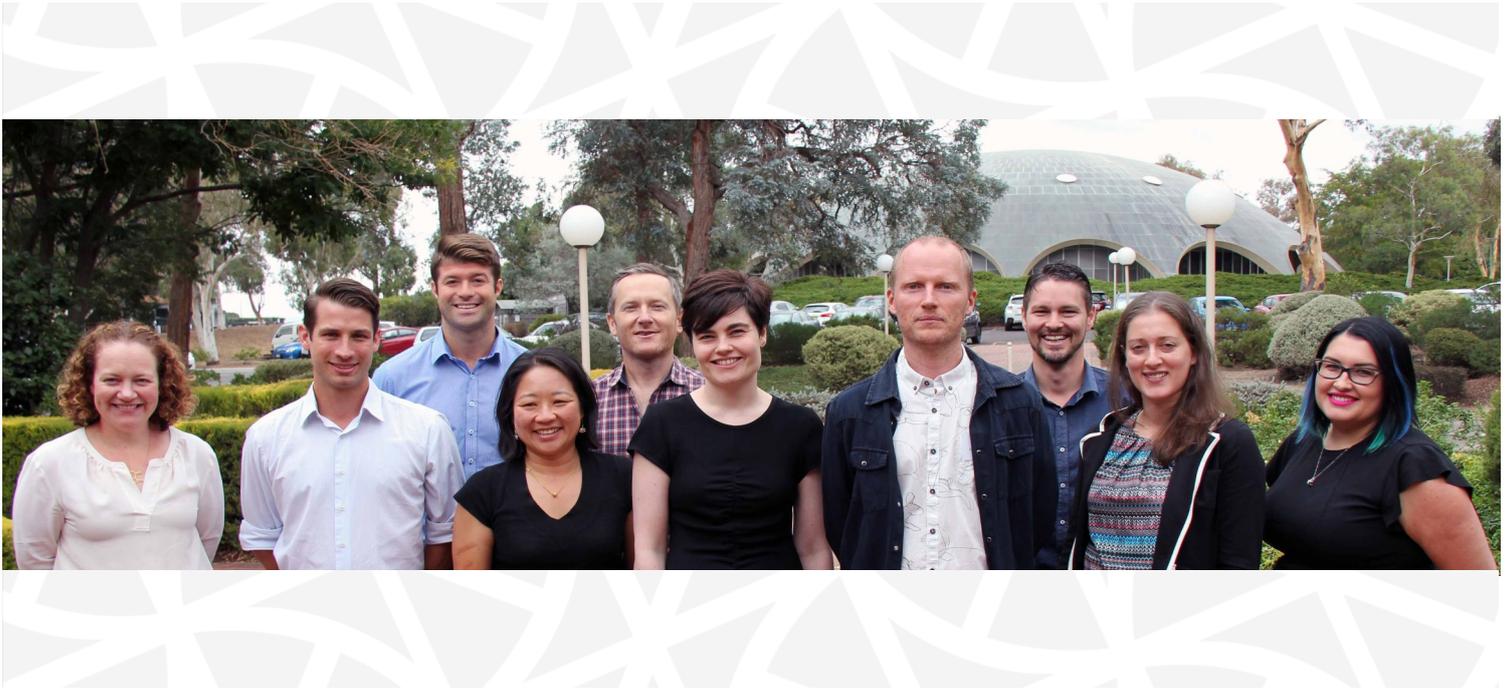
Follow us on Twitter [@EMCRForum](#)

Visit the [website](#) where you can read and download a range of resources including:

- A how-to guide to run your own workshop on fostering kindness in science
- [Kickstarting collaboration](#): a selection of resources and case studies aimed at promoting collaboration and understanding researchers in universities, industry or business and in other sectors where research happens.
- Past submissions the EMCR Forum have made to represent EMCRs
- Profiles of Australian EMCRs
- Information about the Australian Postdoctoral Reference survey
- Best practice guides for gender equity

## What is the EMCR Forum Executive?

[The Executive](#) is a small group of volunteers who work closely with the staff of the Australian Academy of Science to amplify the voice of Australia's EMCRs and set the strategic direction of EMCR Forum activities. They meet with decision makers in government and various agencies to ensure the views of EMCRs are considered when decisions are being made. They also liaise with other national organisations to facilitate initiatives to support the careers of EMCRs and positively contribute to the Australian science sector. The Executive also provides a direct link between the EMCR Forum and the Council of the Australian Academy of Science and advises them on issues relating to EMCRs. It is an inclusive group aiming to be as diverse and equitable as it possibly can.



## How can I join the EMCR Forum Executive?

You can apply through a selection process which opens in the last quarter of every year. Watch out for a call for expressions of interest on Twitter, and via our fortnightly e-updates. We welcome and value diverse experiences and perspectives, and actively encourage all interested parties, particularly those from traditionally underrepresented groups in STEM, to apply.

## Who is the Representative Network?

The [Representative Network](#) is made up of early- and mid-career researchers nominated to represent their employer and act as a link between local EMCRs and EMCR activities, and national events and initiatives driven by the EMCR Forum Executive. The Representative Network was established with universities beginning in 2017, with plans to roll this out to all institutions and employers of EMCRs (publicly funded research organisations, government and industry).

The main aim of the Representative Network is to represent and communicate the interests of EMCRs at each organisation to the EMCR Forum Executive. In addition, the Representative Network functions to share information from the Executive and the Australian Academy of Science with EMCRs at organisations around Australia. The Representative Network strengthens the EMCR Forum's ability to reach and equitably represent all of Australia's EMCRs.

We invite you to [visit the website](#) to check who your local Representative Network members are. If your workplace isn't on the list of the Representative Network, [contact us](#) and let's work together to change that.

<b>OUR VISION</b>		A sustainable future for the early- and mid-career researchers driving Australia's knowledge economy			
<b>OUR MISSION</b>		To provide leadership and advocacy that advances inclusion and empowerment of early- and mid-career researchers (EMCRs <sup>1</sup> )			
<b>OUR DRIVING PRINCIPLES</b>	We are <b>bold</b> in our ideas and are not afraid to challenge the status quo	We are <b>inclusive</b> of all EMCRCs in all sectors across all STEM disciplines	We are <b>trustworthy</b> . You are not alone. We are with you and for you	We are <b>proactive in engaging</b> with our members and stakeholders	We strive to be <b>effective and accountable</b> in everything we do
<b>WHO WE REPRESENT</b>		We are a grassroots network that represents EMCRCs in all sectors across all STEM <sup>2</sup> disciplines			
<b>OUR STAKEHOLDERS</b>		<ul style="list-style-type: none"> <li>• Australian Academy of Science</li> <li>• Government</li> <li>• Funding bodies</li> <li>• Employers of EMCRCs</li> </ul>			
<b>THE EMCRC FORUM HELPS STAKEHOLDERS CREATE</b>	Specialised input and perspectives on the needs of EMCRCs	A thriving research workforce	Connections with highly trained employees		
<b>OUR OBJECTIVES</b>		To be a voice for EMCRCs across all sectors and all STEM disciplines		To advocate for best practice support of EMCRCs	
<b>INITIATIVES</b>	<ol style="list-style-type: none"> <li> <b>1</b> Build on and grow participation and engagement of EMCRCs in the Forum and its activities</li> <li> <b>2</b> Extend and diversify the EMCRC Forum network in collaboration with our stakeholders</li> <li> <b>3</b> Engage with members using digital platforms and social media</li> <li> <b>4</b> Provide benefits for EMCRC Forum members through events, newsletters, competitions, surveys and resources</li> </ol>	<ol style="list-style-type: none"> <li> <b>1</b> Develop best practice policies for stakeholders to support optimal EMCRC career structures and opportunities</li> <li> <b>2</b> Build on and contribute to equity activities</li> <li> <b>3</b> Expand the advocacy program to influence key stakeholders</li> <li> <b>4</b> Prepare submissions that represent EMCRCs on issues raised by key stakeholders</li> </ol>			
<b>OUTCOMES</b>		<ul style="list-style-type: none"> <li>• Growth in our active and engaged membership</li> </ul>		<ul style="list-style-type: none"> <li>• Best practice research funding and career support policies and structures for EMCRCs in Australia</li> </ul>	
<b>LONG-TERM AIM</b>		Widespread recognition of the value of EMCRCs and their contributions in a diverse, equitable and empowered science and research sector			

1 An early- and mid-career researcher (EMCR) is defined as a researcher who is up to 15 years post-PhD, excluding career interruptions, irrespective of their professional appointment.

2 Science, technology, engineering, mathematics and medicine.