Global Committee Role Descriptors

Role	Responsibilities/Description	#	Estimated time commitment	Length of service	Method of appointment
Chairperson	Represent Lean HE Hub Global; set strategic direction; effectively facilitate decision making; oversight of governance; plan for sustainability; maintain neutrality	1	14 hours/month	At minumum 3 years, elected every three years, at maximum 9 years	Proposed to and then elected by simple majority of steering group
Deputy Chair (Governance)	Strategic responsibility for governance, risk management, and operations of Lean HE Global.	1	7 hours/month	At minumum 3 years, elected every 3 years, at maximum 9 years	Proposed to and then elected by simple majority of steering group
Deputy Chair (Communications)	A communications expert for Lean HE; to grow our brand, set direction around our communications, and to co-ordinate messages working across channels with local experts in our continental divisions.	1	7 hours/month	At minumum 3 years, elected every 3 years, at maximum 9 years	Proposed to and then elected by simple majority of steering group
Continental Division Chairperson	Lead Lean HE in their Continental Division; set the terms of reference for their division; and run a steering group to support a programme of activities as appropriate to their region.	3	7 hours/month	At minumum 3 years, elected every 3 years, at maximum 9 years	Proposed to and then elected by simple majority of steering group
International Conference: Next year's host	Plan for upcoming annual conference	1	7 hours/month (above hosting conference)	1 of 3 years (year 1)	Appointed by steering group on approval of conference proposal by simple majority
International Conference: Current year's host	Run current annual conference	1	7 hours/month (above hosting conference)	1 of 3 years (year 2)	Appointed by steering group as host of current year's event
International Conference: Previous year's host	Provide feedback from previous annual conference	1	7 hours/month (above hosting conference)	1 of 3 years (year 3)	Appointed by group as host of previous year's event