

## **Organizational Review Committee**

### **Terms of Reference (TOR)**

The Association of Polar Early Career Scientists (APECS) was founded in 2006/2007 and now has grown to almost 5000 members from more than 80 countries. APECS organizes a variety of international, national, and local activities. As such APECS has developed into having grass-roots national committees, international council, and an integrative executive committee coordinating and facilitating projects. At the in-person meeting in Trondheim, Norway (28 November – 1 December 2014), the APECS Executive Committee 2014-2015 decided that a critical review of the organization should be undertaken in order to develop a strategy for the development of the organization in the coming years. An Organizational Review will be the important first step towards a Strategic Plan for APECS. This is the first time that APECS has undergone an Organizational Review.

The Executive Committee appointed an **Organizational Review Committee (ORC)** to conduct this review, consisting of both members and mentors of APECS.

The APECS Organizational Review Committee is invited to:

- ❖ Review the relevance of APECS' missions and goals to current needs of early career scientists community, partners and polar research in general.
- ❖ Study and review current and past APECS activities since its creation in 2006/2007, including but not limited to:
  - a) Evaluate the impact of current activities; which activities are of the most demand among early career scientists and should be maintained and which are of less importance
  - b) Review the current balance of activities (research, education and outreach, career development) for meeting APECS' mission and goals.
  - c) Identify potential areas and approaches for increased involvement in research both as collaborative projects with partner organizations and developing and implementing own research activities
  - d) Highlight major gaps in current activities and recommend changes
- ❖ Review the organizational structure and its effectiveness, including the following groups and communication and interactions between them:
  - a) ExCom
  - b) Council
  - c) Council sub-committees (RAC, MIC, EOC)

- d) National committees
- e) Working groups
- ✦ Examine the effectiveness of the relationships between APECS and other organizations for meeting APECS' goals
- ✦ Consult user community (via survey or other methods as appropriate) to evaluate the effectiveness and impact of APECS' activities
- ✦ Suggest forward-looking strategic actions and recommendations for strengthening the organisation over the next 5 years

The ORC will have an in-person meeting on 26 April 2015 in Toyama, Japan during the Arctic Science Summit Week 2015. An interim report should be delivered by 30 May 2015, and be put on the agenda of the APECS World Summit 2015 in Sofia, Bulgaria (6 – 8 June 2015) for discussions of the APECS leadership and National Committees. A final report is expected in fall 2015 and will be released to the APECS membership together with the APECS Annual Report. The ORC is free to request information from any committees of APECS, including the International Directorate and Executive Committee at any time. The latter should be updated on the progress of the organizational review on a regular basis.

**Organizational Review Committee (ORC) members:**

- ✦ Yulia Zaika - APECS (Chair)
- ✦ Inga Beck – APECS (Secretary)
- ✦ Elena Kuznetsova – APECS/PYRN
- ✦ Ivan Dubinenkov - APECS
- ✦ Allen Pope – APECS
- ✦ Jose Xavier – APECS / SCAR
- ✦ Volker Rachold – IASC
- ✦ Renuka Badhe - EPB