

## TERMS OF REFERENCE

### GÖTTINGEN CAMPUS (GC) POSTDOC COMMITTEE

**Mission:** *the GC Postdoc Committee*

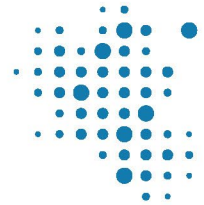
- *Strives to ensure that the GC postdoc community is valued, understood and that their voice is heard*
- *Supports, serves, and enhances the experience of the GC postdoc community by providing an inclusive and overarching network across the Campus*
- *Champions equality, diversity and interdisciplinarity at every opportunity*
- *Represent the needs and views of early career researchers to the University and its administration*

**Background:** A workshop in June 2016 identified the need for a central online platform for postdocs – campus-wide, interdisciplinary and inclusive. This idea became concrete in the summer of 2017 when a group of postdocs from across the campus initiated the formation of the **GC Postdoc Network**. The **GC Postdoc Committee** developed to drive this **Network**.

**Scope and Responsibilities:** The **GC Postdoc Committee** will

- Facilitate the **GC Postdoc Network**: an umbrella network for postdocs spanning the whole Göttingen Campus
- Provide a safe and confidential space for committee members to raise and discuss concerns of the postdoc community at monthly meetings
- Identify issues that might affect the postdoc experience and find solutions and ways to reduce and/or remove barriers in the workplace
- Channel information about these issues to the relevant authority/authorities and make recommendations when appropriate
- Provide appropriate advice and information for postdocs via the **GC Postdoc Network** through a monthly newsletter and up-to-date website. This will include relevant career advice, mentoring, events/training information, mental health support, funding calls, job opportunities, other advice and support
- Organise events (at least two per year) to foster the community spirit, enhance communication across the campus and guide the work of the **GC Postdoc Committee**
- Provide representation at other ad hoc events and meetings to spread the word about the work of the **GC Postdoc Committee** and recruit new members
- Highlight the work of other networks and work in synergy with them
- Develop an alumni network
- Send apologies to committee meetings. Any members who do not send apologies and do not turn up (ie are not present) should be dropped from the Committee after three consecutive meetings.

**Membership and support:** At least twelve members from the postdoc community who should be broadly representative of the GC postdoc community. New members will be identified through a transparent process guided by the **GC Postdoc Committee** and advertised through the **GC Postdoc Newsletter** and beyond. Support will be from the Postdoc Coordinator and the Campus Office as needed.



**Guests:** Expert input will be sought from invited guests when needed (eg other Postdoc Network Coordinators, Alumni Office or Academic Staff Development in HR).

**Meetings:** The meeting will be every month. Meetings are collaborative and all members are invited to contribute to the agenda prior to the meeting and discussion during the meeting. The Postdoc Coordinator will guide the discussion and identify themes as needed.

**Other:** The membership and terms of reference will be reviewed by the GC Postdoc Committee on an annual basis.

## Definitions

**Postdoc** (or postdoctoral researcher) – a doctorate holder who conducts professional research with a time-limited contract or fellowship.

**GC Postdoc Network** – postdocs who have signed up to this Network. The membership is flexible and inclusive and, although postdocs (as defined above) are the target group, it welcomes late stage doctorate students, science management and independent academics (including junior professors).

**GC postdoc community** – postdocs based at the Göttingen Campus

**Göttingen Campus** – an alliance between the University and local non-university research institutions, which have come together to promote research, teaching, and the training of early career researchers. Further information is [here](#).

Melissa Sollich, Postdoc Coordinator, agreed 6 September 2018  
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