

Role Description

All-Ireland Liaison Officer



Description:

The Society's All-Ireland Liaison Officer represents the interests of historians of France across the whole island, ensuring the Society is mindful of this constituency in its planning and decision-making, whilst also helping to promote the society amongst students, colleagues, and institutions across Ireland.

The All-Ireland Liaison Office will also carry out the full functions of a Committee Member: attending committee meetings; discussing proposals made by the trustees and the officers; and consulting on day-to-day issues as they arise. Committee Members should also be prepared to act on judging panels for the Society's prizes.

Principal responsibilities:

- To liaise with colleagues and the postgrad community across the island of Ireland to increase awareness of the Society's initiatives, awards, activities
- To attend committee meetings and AGMs. The committee normally meets in late June/early July at the Annual Conference, and in January at the Annual Douglas Johnson Memorial Lecture in French History (normally held in London).
 - Expenses for travel can be reclaimed for attending committee meetings. Please use the expenses form on the Society website.
<http://frenchhistorysociety.co.uk/Forms.htm>
- To discuss proposals at committee meetings
 - Papers will be circulated in advance of meetings, and committee members are expected to scrutinise the reports of officers
- To offer suggestions for new activities (where appropriate)
 - Suggestions for new activities will be discussed at committee meetings, and should be tabled as an item for discussion in advance by contacting the Society Secretary.
- To be prepared to serve on judging panels for the Society's various prizes
 - In these requests regard shall be had to broad representation of the various chronological periods of French history.
 - A full list of the prizes currently offered is available on the Society website.
<http://frenchhistorysociety.co.uk/prizes.htm>
- To consider standing for one of the standing offices in the Society when there is a vacancy
 - A full list of current officers is available on the Society website.
<http://frenchhistorysociety.co.uk/people.htm>

Andrew W M Smith (Secretary), July 2018