

SEG Board Position Profile

PRESIDENT

<p>Commitments</p>	<ul style="list-style-type: none"> • Tenure: One-year commitment as President; two additional years of service as President-Elect and Immediate-Past President; post-Presidency participation on the Advisory Committee, Committee on Nominations, and Honors and Awards Committee. • Travel: Some U.S.-based travel in addition to the Annual Meeting Board meeting and several non-U.S.-based trips of several days to a week or longer in duration. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed. • Communication: E-mail and phone; utilization of an online community dedicated to the Board. • Time: Can anticipate a minimum of one hour of e-mail and phone discussion daily; includes frequent e-mail communication and a once-a-week conference call with the President-Elect and the Executive Director.
<p>Roles</p>	<ul style="list-style-type: none"> • Meet primary roles of the Board, including setting the direction for the organization, ensuring resource availability, providing oversight, and maintaining public and membership trust. • As chief elected officer of the Society, personify the organization and set its tone; serve as the key steward of good governance and guardian of organizational values; serve as chief ambassador and spokesperson of the Society.
<p>Responsibilities /Duties</p>	<ul style="list-style-type: none"> • Lead the way in articulating a vision, mission, and strategic goals and objectives for the Society; model trust, respect, and cooperation in all interactions. • Preside at all Board and Executive Committee meetings of the Society. • Appoint committee chairs, create and dissolve task forces, and appoint liaisons to committees and other entities. • Oversee the hiring and evaluation of the Executive Director. • May serve on, and may be chair of, any committee. • Meet primary Board responsibilities including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board-staff relationship, and attuned to SEG member needs.
<p>Preferred/ Required Experience</p>	<ul style="list-style-type: none"> • Service as the President-Elect necessary. • Previous SEG committee activity. • Demonstrated commitment to SEG.
<p>Preferred Skills/ Proficiencies</p>	<ul style="list-style-type: none"> • Leadership experience. • Global perspective. • Ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision. • Effective communication and facilitation skills. • Understand the art of negotiation and compromise. • Ability to motivate and synergize others. • Ability to effectively mentor and grow others. • Ability to work with people of diverse personality, cultures and background. • Ability to listen, learn, and amend his or her own thinking.

SEG Board Position Profile

PRESIDENT-ELECT

Commitments

- Tenure: One year as President-Elect; two additional years as President and Immediate-Past President.
- Travel: Annual Meeting Board meeting; direct participation or online participation in the meetings of SEG subsidiaries; and possible non-U.S.-based trips of several days to a week or longer in duration.
- Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG's annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed.
- Communication: Predominantly e-mail; utilization of an online community dedicated to the Board.
- Time: Can anticipate a minimum of one hour of e-mail and phone discussion daily; includes frequent e-mail communication and a once-a-week conference call with the President and Executive Director.

Roles

- Meet primary roles of the Board, including setting the direction for the organization, ensuring resource availability, providing oversight, and maintaining public and membership trust.
- Serve as primary liaison to SEG's business components, including the Foundation and subsidiaries.
- Grow skills and abilities for presidential service.

Responsibilities /Duties

- Support the President with input and as a sounding board.
- Serve in the President's stead when upon request.
- Serve as coordinator of the strategic-planning process, with input and guidance from the President and Executive Director.
- Serve as Board liaison to SEG subsidiaries and other committees as requested or assigned by the President.
- Meet primary Board responsibilities including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board-staff relationship, and attuned to SEG member needs.

Preferred/ Required Experience

- Strong background in SEG, preferably including participation in SEG's leadership at the Board level.

Preferred Skills/ Proficiencies

- Leadership experience.
- Global perspective.
- Ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision
- Effective communication and facilitation skills.
- Understanding of the art of negotiation and compromise.
- Ability to motivate and synergize others.
- Ability to effectively mentor and grow others.
- Ability to work with people of diverse personality, culture and background.
- Ability to listen, learn, and amend his or her own thinking.

SEG Board Position Profile

FIRST VICE PRESIDENT

Commitments

- Tenure: One year as First Vice President; one preceding year as Second Vice President.
- Travel: Annual Meeting Board meetings only, unless requested by the President.
- Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG's annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed.
- Communication: Predominantly e-mail; utilization of an online community dedicated to the Board.
- Time: In addition to meetings, the First Vice President can anticipate spending several hours a week keeping current with e-mail.

Roles

- Meet primary roles for the Board and Executive Committee, including setting the direction for the organization, ensuring resource availability, providing Society oversight, and maintaining public and membership trust.
- Serve as the Society's representative to specific programs and collaborations.

Responsibilities /Duties

- Perform the duties delegated by the President or approved by the Board.
- Meet primary Board responsibilities, including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board – staff relationship, and attuned to SEG member needs.
- Serve in the President's stead when requested.
- Serve as the Board liaison or representative to committees as requested or assigned by the President.

Preferred/ Required Experience

- Service as the Second-Vice President necessary.

Preferred Skills/ Background

- Leadership experience.
- Global perspective.
- Ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision.
- Effective communication and facilitation skills.
- Understanding of the art of negotiation and compromise.
- Ability to motivate and synergize others.
- Ability to effectively mentor and grow others.
- Ability to work with people of diverse personality, culture and background.
- Ability to listen, learn, and amend his or her own thinking.

SEG Board Position Profile

SECOND VICE PRESIDENT

Commitments

- Tenure: One year as Second Vice President; one additional year as First Vice President.
- Travel: Annual Meeting Board meetings only, unless requested by the President.
- Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG's annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed.
- Communication: Predominantly e-mail; utilization of an online community dedicated to the Board.
- Time: In addition to meetings, Second Vice President can anticipate spending several hours a week keeping current with e-mail.

Roles

- Meet primary roles for the Board and Executive Committee, including setting the direction for the organization, ensuring resource availability, providing general Society oversight, and maintaining public and membership trust.
- Serve as the Society's representative to specific programs and collaborations.

Responsibilities /Duties

- Perform the duties delegated by the President or approved by the Board.
- Meet primary Board responsibilities, including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board – staff relationship, and attuned to SEG member needs.
- Serve in the President's stead when requested.
- Serve as the Board liaison or representative to committees as requested or assigned by the President.

Preferred/ Required Experience

- Strong background in SEG, including participation in SEG's leadership at the committee, section, or subsidiary board levels.

Preferred Skills/ Background

- Leadership experience.
- Global appreciation.
- Ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision.
- Effective communication and facilitation skills.
- Understanding of the art of negotiation and compromise.
- Ability to motivate and synergize others.
- Ability to effectively mentor and grow others.
- Ability to work with people of diverse personality, culture and background.
- Ability to listen, learn, and amend his or her own thinking.

SEG Board Position Profile

TREASURER

Commitments	<ul style="list-style-type: none"> • Tenure: Two years as Treasurer, which includes participation in the Finance Committee as a nonvoting observer. Assume chair position of the Finance Committee for two years after service as Treasurer. • Travel: Annual Meeting Board meetings only, unless requested by the President. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Budget meeting of the SEG Finance Committee; meetings of the Foundation Finance Committee, Executive Committee meetings if needed in months in which Board meetings do not occur; quarterly SEG Finance Committee meetings. • Communication: Predominantly e-mail; utilization of an online community dedicated to the Board. • Time: In addition to the budget meeting of the Finance Committee, and time devoted to Board meetings, the Treasurer can anticipate spending several hours a week keeping current with Board e-mail.
Roles	<ul style="list-style-type: none"> • Meet primary roles of the Board and Executive Committee, including setting the direction for the organization, ensuring resource availability, providing fiscal oversight, and maintaining public and membership trust. • Oversee the financial affairs of the Society and ensure the Society’s finances are in order.
Responsibilities /Duties	<ul style="list-style-type: none"> • Perform duties delegated by the Board and the President. • Meet primary Board responsibilities, including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board – staff relationship, and attuned to SEG member needs. • Ensure that internal financial controls meet federal standards and auditors’ requirements; ensure that financial controls are fully met. • Keep the Board current with fiscal matters; serve as the Board’s primary fiscal resource. • Cause an audit to be prepared annually by a public accountant via the Audit Committee. • Submit a report covering the fiscal year that is included in the Annual Report of the Society. • Serve as the Board liaison or representative to the following committees and entities: Finance Committee, Audit Committee and other committees as assigned by the President. • Serve as a non-voting member of the Finance Committee during service as Treasurer; chair of the Finance Committee the two years following service as Treasurer.
Preferred/ Required Experience	<ul style="list-style-type: none"> • Strong background in SEG and knowledge of its programs, products, subsidiaries, holdings, and assets. • Prior service as a member of the SEG Finance Committee, the SEG Foundation Finance Committee, or the Finance Committee of an SEG subsidiary.
Preferred Skills/ Background	<ul style="list-style-type: none"> • General knowledge of nonprofit accounting practices and regulations. • General financial knowledge either through studies or through practical experience. • General knowledge of budgets. • General knowledge of investments. • Understanding of basic internal controls required of an organization and the ability to recognize adequacy of these controls and whether they are properly executed.

SEG Board Position Profile

VICE PRESIDENT, PUBLICATIONS

<p>Commitments</p>	<ul style="list-style-type: none"> • Tenure: Two years, after which most VP, Publications assume chair position of the Publications Policy Committee for two years. • Travel: Annual Meeting Board meetings only, unless requested by the President. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed. • Communication: Predominantly e-mail; utilization of an online community dedicated to the Board. • Time: In addition to meetings, the Vice President, Publications can anticipate spending several hours a week keeping current with e-mail conversations.
<p>Roles</p>	<ul style="list-style-type: none"> • Meet primary roles of the Board and Executive Committee, including setting the direction for the organization, ensuring resource availability, providing publications oversight, and maintaining public and membership trust. • Through interaction with each publication’s editorial leaders, ensure that SEG publications and dissemination activities are aligned with SEG’s mission, goals, and policies. • Help ensure highest standards for technical and scientific integrity of all SEG publications. • Address violations of SEG’s publications ethics policies and take punitive action as necessary.
<p>Responsibilities /Duties</p>	<ul style="list-style-type: none"> • Perform the duties delegated by the Board and the President. • Meet primary Board responsibilities, including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board – staff relationship, and attuned to SEG member needs. • Appoint chair of the Reviews Committee. • Serve as the Board liaison or representative to committees in the Publications Portfolio and other committees as assigned by the President. • Submit an annual report on SEG publication and dissemination activities for publication in the SEG Annual Report.
<p>Preferred/ Required Experience</p>	<ul style="list-style-type: none"> • Service as an Assistant Editor of Geophysics. • Varied and high-level editorial experience with SEG. • Some prior SEG volunteer experience in areas other than publications.
<p>Preferred Skills/ Background</p>	<ul style="list-style-type: none"> • Strong oral and written communication skills. • Ability to lead a large and diverse group of volunteers. • Ability to fairly, firmly, and creatively address editorial challenges. • Knowledge of scholarly publications standards, programs, and trends. • Respected as a scientist, author, and editor. • Experienced in strategic planning.

SEG Board Position Profile

IMMEDIATE-PAST PRESIDENT

Commitments	<ul style="list-style-type: none"> • Tenure: One-year commitment as Immediate-Past President; two additional years as President-Elect and President. • Travel: Annual Meeting Board meeting. Possible domestic or international trip(s) of several days to a week or longer in duration if requested by the President. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. Executive Committee meetings as needed. • Communication: E-mail and phone; utilization of an online community dedicated to the Board. • Time: In addition to meetings, the Immediate-Past President can anticipate spending several hours a week keeping current with e-mail conversations and presidential meetings.
Roles	<ul style="list-style-type: none"> • Meet primary roles of the Board, including setting the direction for the organization, ensuring resource availability, providing oversight of Society activities, and maintaining public and membership trust. • Serve as important link to past leaderships; provide institutional memory.
Responsibilities /Duties	<ul style="list-style-type: none"> • Support the President with input and as a sounding board. • Serve in the President’s stead when requested. • Serve as a member of the Committee on Nominations and Honors and Awards Committee. • Serve as Board liaison or representative to the following committees or entities: Advisory Committee, Bylaws Committee, Historical Preservation Committee, NAPE Advisory Committee, OTC Board of Directors Representative, OTC Conduct Committee, and IPTC Board of Directors. • Meet primary Board responsibilities including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board-staff relationship, and attuned to SEG member needs.
Preferred/ Required Experience	<ul style="list-style-type: none"> • Service as the President-Elect and President necessary.
Preferred Skills/ Proficiencies	<ul style="list-style-type: none"> • Leadership experience. • Global perspective, ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision. • Effective communication and facilitation skills. • Understanding of the art of negotiation and compromise. • Ability to motivate and synergize others. • Ability to effectively mentor and grow others. • Ability to work with people of diverse personality, culture and background. • Ability to listen, learn, and amend his or her own thinking.

SEG Board Position Profile

DIRECTOR AT LARGE

<p>Commitments</p>	<ul style="list-style-type: none"> • Tenure: Three years; one Director at Large in the third year of service will also serve as Chair of the Committee on Nominations. • Travel: Annual Meeting Board meetings only, unless requested by the President. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. • Communication: Predominantly e-mail; utilization of an online community dedicated to the Board. • Time: In addition to meetings, Directors at Large can anticipate spending several hours a week keeping current with e-mail conversations.
<p>Roles</p>	<ul style="list-style-type: none"> • Meet primary roles for the Board, including setting the direction for the organization, ensuring resource availability, providing oversight, and maintaining public and membership trust. • Bring specific knowledge and skill sets to the leadership and utilize such to support specific programmatic areas of operation and to enrich decision-making. • Provide a voice for all specialty areas within applied geophysics. • Provide a voice for the geographic regions of SEG’s global membership. • Provide a voice for other demographic populations within the membership, including age, gender, and geophysical specialty.
<p>Responsibilities /Duties</p>	<ul style="list-style-type: none"> • Perform the duties delegated by the President or approved by the Board. • Meet primary Board responsibilities, including being informed, fully preparing for and engaged in meetings, supportive of the decisions of the Board, embracing of Board policies, supportive of the Board – staff relationship, and attuned to SEG member needs. • Serve as Board liaison to applicable committees and as Board representative to other applicable entities as appointed by the President.
<p>Preferred/ Required Experience</p>	<ul style="list-style-type: none"> • Strong background in SEG, including participation in SEG’s leadership at the committee, section, or subsidiary board levels. • Engagement with under-represented constituencies; candidates for this position often are selected for the purpose of enriching the Board’s diversity of opinion and decision-making.
<p>Preferred Skills/ Backgrounds</p>	<ul style="list-style-type: none"> • Candidates for this position often are selected to provide specific skills and knowledge, including geophysical specialties, finance, academia, research, publications, international affairs, business development, negotiation, technology, or student affairs. • Candidates should represent a variety of geophysical focus/specialty with global diversity/ experience. Candidates with combinations should be sought.
<p>Objectives <i>Recommended by the 2011-12 Executive Committee</i></p>	<ul style="list-style-type: none"> • Grow the business • Expand and represent current global footprint • Grow inter-society initiatives • Expand technical footprint of SEG • Inspire student and young professional engagement • Expand interactions with service companies

SEG Board Position Profile

CHAIR OF THE COUNCIL

<p>Commitments</p>	<ul style="list-style-type: none"> • Tenure: Three years. • Travel: Annual Meeting Board and Council meetings only, unless requested by the President. • Meetings: The Board meets quarterly, with half-day meetings usually spanning three consecutive days. Quarterly meetings are virtual with the exception of the Board meeting held in conjunction with SEG’s annual meeting. Additional online meetings of the Board may be called as needed and can be scheduled for up to four hours. The Council meets twice a year with one meeting virtual and the other at SEG’s annual meeting. Other meetings may be called upon the Chair’s request. • Communication: Predominantly e-mail; utilization of an online community dedicated to the Board. • Time: In addition to service as the Chair of the Council and time devoted to Board and Council meetings, the Chair can anticipate spending several hours a week keeping current with Board and Council e-mail.
<p>Roles</p>	<ul style="list-style-type: none"> • Meet primary roles of the Board, including setting the direction for the organization, ensuring resource availability, providing oversight, and maintaining public and membership trust. • Serve as the chief elected officer of the Council; serve as chief spokesperson for the Council.
<p>Responsibilities /Duties</p>	<ul style="list-style-type: none"> • Lead the way in orchestrating consensus input from the Council for the Board. • Preside at all meetings of the Council. • Create Council committees and task forces as necessary; appoint chairs; dissolve committees and task forces when appropriate. • Perform the duties delegated by the Board and the President. • Meet primary Board responsibilities, including being informed, fully prepared for and engaged in meetings, supportive of the decisions of the Board, embracing Board policies, supporting the Board – staff relationship, and attuned to SEG-member needs. • Serve as Board liaison to committees and as Board representative to other entities as appointed by the President. • Serve on the SEG Committee on Nominations.
<p>Prior Experience</p>	<ul style="list-style-type: none"> • Strong background in SEG, preferably including leadership experience. • Must currently be in service to the Council or previously served on the Council.
<p>Preferred Skills/ Proficiencies</p>	<ul style="list-style-type: none"> • Leadership experience. • Global perspective. • Ability to see the big picture, ability to think outside the box, envision the path forward, and strategically plan to achieve that vision. • Effective communication and facilitation skills. • Understanding of the art of negotiation and compromise. • Ability to motivate others and foster synergy. • Ability to effectively mentor and grow others. • Ability to work with people of diverse personality, culture and background. • Ability to listen, learn, and amend his or her own thinking.