



AARE Executive Committee Position Description

Ordinary Members

There are four Ordinary Members elected by ballot of all members of the Association to the AARE Executive for a term of two years (two positions fall vacant every year)

On completion of a two year term, the ordinary member shall be eligible for re-election to that position, normally for no more than one further consecutive two-year term.

The four Ordinary Members include:

- Ordinary Member: Postgraduate Student
- Ordinary Member: Early Career Researcher
- Ordinary Member
- Ordinary Member

The **Ordinary Member: Postgraduate Student** must be enrolled as a postgraduate research student or final-year honours student at an Australian university and not in full time employment.

The **Ordinary Member: Early Career Researcher** must have been awarded a doctoral degree within the past 5 years.

The other two(2) **Ordinary Members** may be nominated from the general membership of the Association

As well as contributing to the overall management of AARE, Ordinary Members make other specific contributions to the Executive Committee. Examples of contributions made by Ordinary Members include:

- Fulfilling the role of Conference Awards Co-ordinator;
- Organising the annual AARE Theory Workshops •
- Planning, organising and following up the outcomes of key AARE events
- Preparing and co-editing articles and content for AARE's member updates and other channels
- Planning/conducting ad hoc workshops (e.g. writing for publication workshop; retreat strategy for HDR and ECR members).
- Postgraduate Student and Early Career Researcher Ordinary Members organise activities and events specifically planned for PGS and ECR members, including the Preconference Workshops.

Specific Responsibilities for these roles are included in relevant Handbooks and Guidelines.

General Responsibilities for all Executive Members are described in the AARE Executive Committee Office Bearer Policy.

General Responsibilities:

Refer to page 8 of the [AARE Executive Committee Office Bearer Policy](#).