



# Education and Training Committee

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## Terms of Reference

The Committee is an advisory group that is responsible for promotion of bryological training and education within Britain & Ireland.

Its particular activities could include:

1. Bryophyte identification training – facilitated through the BBS (in liaison with the Meetings Secretary), other organisations, informal sessions through vice-county recorders and local groups, plus workshops on difficult taxa.
2. Development of on-line resources, links to mentors and the BBS and other herbaria; including development of the BBS website to promote education and training.
3. Training outside of the BBS; to facilitate this by recommending trainers and literature.
4. Liaison with Universities, the Field Studies Council and the Natural History Museum over appropriate identification qualifications.
5. Liaison with other organizations to encourage bryology training in their programmes eg Field Studies Council/British Ecological Society/Science and Plants for Schools etc.
6. Maintaining links with academic institutions.
7. Support of members by working with other Committees and Council to provide training material and facilities.
8. Development of continuous ideas to promote bryology.

## Membership

The membership of the Committee shall comprise The Education Officer and four other members who shall be appointed by Council. The Education Officer shall be an Officer of the Society and thus a member of Council.

Each of the appointed members (who need not be members of Council) shall be appointed by Council for a period of three years. Members who are subject to re-appointment may serve for consecutive terms without any restriction on their total length of service but, at the time that appointments are made, the Council must consider all suitable candidates.

The Committee shall have powers to co-opt additional members to ensure close liaison with the work of other organisations or agencies or where particular expertise is needed.

Members of the committee should ideally have experience of, or interest in, education and bryological training. Duties may include:

- Taking on a limited number of projects as agreed and report the outcomes within agreed timescales
- Commenting on and input into educational materials developed for the BBS and its partners
- Attending meetings and give feedback on backing papers
- Preparing papers/discussion documents etc to address the issues and opportunities raised.

## Rules for the frequency and conduct of meetings

The Committee shall elect a Chair and Secretary from among its members who will organise meetings and keep records. Meetings will normally take place on-line as needed with face-to-face meetings prior to spring or autumn



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council meetings if appropriate. It will report the progress of projects regularly to Council, as a verbal report of proceedings to a Council meeting or in the form of minutes recorded at committee meetings.