

## **Job Description**

Chair of the Executive Committee on Research

## **Job Specification**

Candidate should have demonstrated excellent leadership skills. Prior textile wet processing experience or practical experience in textile testing is preferred. Candidate should have strong oral and written skills and have the ability to conduct meetings of diverse technical, political and social agendas.

Term Limit: The Chair of the Executive Committee on Research is confirmed by the Board of Directors as described in Article V, Section 5 of the AATCC Constitution. The individual typically will have served as Chair of the Technical Committee on Research for three years and Vice Chair of Technical Committee on Research for three years, successively.

## **Responsibilities**

1. The Chairperson of the Executive Committee on Research (ECR) is a member of the Board of Directors (Constitution, Article V, Section 2) and is expected to attend all meetings of the Board of Directors.
2. The primary duty of the Chair of ECR is in leading that committee, which shall be responsible for establishing policy for and programming of all technical activities of the Association.
3. The Chair of ECR reports to the Board of Directors on the activities of ECR and TCR.
4. The individual chairs the meetings of ECR, which meets during each series of research committee meetings with policy sessions, normally held in May and November.
5. The President, in consultation with the Immediate Past President and/or Chairperson of the Executive Committee on Research, will review annually with the Executive Vice President progress made toward Association and staff goals.
6. Frequently, issues arise that require a called meeting of members of the ECR, TCR, or other committees. The Chair makes certain that these special meetings are held and leads these meetings.
7. Judgments on policy interpretation concerning technical issues relating to ECR responsibilities, such as the International Conference technical program or letter ballot negatives, are rendered in consultation with the Technical Director by telephone, mail, fax or called meeting.

8. The ECR Chair confers with the Technical Center staff pertaining to the numerous technical activities of the Association.
9. The ECR Chair reports to ECR all activities of the Technical Center laboratories, including deciding which projects are undertaken, equipment needs, budgeting and staffing.
10. The ECR Chair reviews and approves with ECR the budgets for the Research and Technology committees, which are submitted through TCR.
11. It is the responsibility of the Chairperson of ECR to ensure that the subcommittees of that committee are appropriately populated and also appoint subcommittee chairpersons. At present there are two standing subcommittees of ECR:

C2-S1	International Test Methods Committee
C3	Technical Committee on Research
12. It is the responsibility of the Chair of ECR to ensure that the committee appoints the new member of the Henry E. Millson Award for Invention Committee.
13. The Chair of ECR is an ex officio member of the Education Advisory Board.
14. The Chair of ECR is a member of the Board of Directors for AATCC Foundation, Inc. and is expected to attend and participate in all Foundation Board meetings.