



## Europlanet Diversity Committee

### Terms of Reference

#### Europlanet statement on Diversity

The Europlanet Society is committed to building a diverse, inclusive planetary science community in Europe and to ensuring that individuals within that community experience equal opportunity, regardless of gender, disability, ethnicity, religion or belief, sexual orientation, marital status, age, nationality or socioeconomic background.

#### Purpose

To act as a strategic task force to advise, coordinate and champion activities across the Europlanet Society that further the Society's commitment to equality, diversity and inclusivity.

#### Reporting lines

The Diversity Committee will report to the Europlanet Society Executive Board. Reporting is *via* the Diversity Committee Chair to the Executive Board Chair. Reporting occurs monthly, by circulation of meeting minutes and 1:1 remote communication meetings.

Liaison between other Europlanet Committees is *via* the Chairs of each Committee, or via the specific representatives on each Committee. No formal reporting lines are required, but these liaisons should be used for dissemination and consultation.

#### Meetings

1. The Diversity Committee will meet monthly, by remote communication unless coincidental with other Europlanet Society activities
2. The Chair will approve the agenda of all meetings and it will be circulated to members at least 5 days prior to the meeting
3. The minutes of meetings will be recorded, circulated and formally agreed via email, before being submitted by the Chair to the Executive Board Chair

#### Membership and roles

Membership will include the following:

- Diversity leads from the 11 Europlanet Society Regional Hub Committees
- 4 additional members including a member of Europlanet Early Career (EPEC) Committee and a member of the Europlanet Science Committee (EPSC) Local Organising Committee (LOC)

It is envisioned that members commit themselves to serve on the Committee for a term of up to 4 years depending on their role, with an option to prolong membership for a maximum of one additional term.

Allocated roles must include:

- Chair
- Vice-Chair
- Secretary

Although membership is dependent on role, it should also reflect diversity of the community.

Aims

1. To foster a working environment for the European planetary community that is fair, free from prejudice and non-discriminatory
2. To promote, encourage and support the Constitution of the Europlanet Society and meet Europlanet's commitment to diversity
3. To provide guidance and make recommendations to the Europlanet Society Executive Board on diversity issues, including where action is needed.
4. To support the practical delivery of activities to support Europlanet's commitment to diversity
5. To ensure all Europlanet activities comply with EU (and where appropriate) national diversity legislation, wherever possible
6. To review, report on, share and exchange good practice within and outside the Society