



GLOBAL RELATIONS COMMITTEE CHARGE

Number of Members

Flexible, depending on the relationships the Society is trying to build on.

Composition

Members shall include a Chair, Vice Chair, and members with close connections to countries or regions.

Method of Appointment

The Committee Chair, Vice Chair and members shall be appointed by the President and/or Vice President, in consultation with the Chief Executive Officer.

Term of Office

One year. Reappointment for two additional consecutive one-year terms for the Chair and Vice Chair; Members are appointed for one-year terms without a limit.

Accountability

Reports to: Board of Trustees

Key Relationships: Membership Committee and Education Council

Purpose

To represent the Society's relationships between regional and national communities.

Responsibilities

- Serve as a representative of the Society to regional and national communities.
- Seek ways to increase HRS membership, expand the Society's reach and build the Society's brand.
- Report external activities and discussions to the Board of Trustees as appropriate.
- Actively promote the Society.
- Perform other duties as directed by the Board.

Decision Making Authority

- Make recommendations to the Board.
- Discuss and obtain approval from the Board of Trustees prior to presenting a Society position.
- Comply with the Society's conflict of interest and code of conduct policies, including:

- Complete the Society's disclosure form, and proactively update personal disclosure information whenever material changes in circumstances require.
 - Annually sign the Society's *Volunteer Code of Conduct*.
- Include appropriate Society staff on all related communications, including new topics that will require Society input or resources.

Meeting Frequency

One meeting annually. Additional meetings as needed.

Estimated Time Commitment

3 hours, prior to and during the annual Committee meeting

Scheduled

In-Person Meetings (May, at HRS Heart Rhythm)

Ad Hoc

Committee Conference Calls (as needed)

Approved May 2020

Revised October 2020