

ASDG Chair – Statement of Duties

The Chair of the Australasian Society of Diagnostic Genomics is a volunteer member. The Chair holds responsibility for leading the Executive committee in upholding the Terms of Reference of this committee. The Chair is the liaison of the ASDG with the HGSA Council.

The main roles of the Chair are broadly outlined below.

Leadership of the ASDG

- Act as the official spokesperson for the ASDG
- Lead all ASDG meetings, with support from the Vice Chair
- Assume the role of immediate past Chair on the completion of their term of office

Representative of the ASDG

- On HGSA Council
- On the HGSA ASM Scientific Programming Committee
- On other HGSA or external committees where requested by HGSA council
 - Responsibility may be delegated to other executive members

Membership engagement

- Provide opportunity to membership for feedback and engagement in ASDG activities
- Assist the secretary and Local Organising Committees to identify suitable speakers for seminars and conferences as requested

Communication

- Prepare regular reports for the HGSA Council
- Maintain a newsletter for reporting of ASDG activities to membership
- Organise and collate responses to requests for comment/feedback from external sources

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