

SCB Ombuds

Terms of reference

2 July 2014

The SCB Ombuds serves as an independent, neutral, and confidential resource for members of the SCB community who are concerned about behavior of staff, governors, members, or other functionaries of SCB. The purpose of the ombuds is to help persons express concerns, resolve disputes, and alleviate disruption caused by disputes. The ombuds has no power to make decisions, set aside decisions of SCB Board or Staff, or unilaterally resolve a conflict. The ombuds does not serve as anyone's lawyer, advocate, or representative.

The ombuds provides a confidential channel to discuss a concern without fear of retribution. The ombuds will strive to maintain confidentiality regarding individual names and issues, unless there is imminent risk of serious harm or a need to report suspected criminal activity. However, in some cases, perhaps many cases, the parties to a dispute will need to waive anonymity to advance the goal of informal conflict resolution. The ombuds shall not keep permanent records, and shall not initiate any unrequested investigation. The ombuds may engage in informal fact-seeking related to a particular case, maintaining confidentiality as much as possible.

The ombuds may decline to accept any particular case. No person can be compelled to use the ombuds office. Bringing something to the attention of the ombuds does not constitute formal notification (e.g., formal notification for legal proceedings).

The SCB Ombuds should have a good knowledge of SCB and its activities. The ombuds may not concurrently serve as a functionary of SCB (e.g., Governor, committee chair, member of the Board of an SCB Section, editor of an SCB journal, or SCB contractor). SCB shall provide formal training for a new ombuds who has not previously received formal training. The SCB Ombuds receives no salary, but may request reimbursement for expenses.

The ombuds shall be appointed by the President of SCB, and the appointment can be rescinded by the President at any time. The term of office will be negotiated, but an individual appointment shall be no longer than 5 years. An ombuds may be re-appointed such that the sum of multiple terms may be longer than 5 years. Although it is anticipated that there will be only one ombuds, the SCB may appoint more than one ombuds.

The name and contact information for the SCB Ombuds shall be posted on the SCB website.