

IUGS-COGE Geoscience Education Field Officer Policy

1. Introduction

In 2019, the EGU and IUGS began a new initiative to appoint Geoscience Education Field Officers (GEFOs) and train them to provide professional development to teachers who have elements of geoscience in their teaching curriculum.

2. Purpose

The purpose of this policy is to ensure that GEFOs are aware of the scope of their responsibilities as well as COGE obligations under the scope of the program.

3. GEFO role

The major role of the field officers will be to provide professional development through interactive workshops for teachers who have elements of geoscience in their teaching curriculum. The tasks undertaken are voluntary and do not involve financial compensation; however, reasonable expenses incurred for training workshops are covered.

4. GEFO Responsibilities

- Represent and promote the initiatives of IUGS-COGE amongst geoscience teachers and educators in their country
- Be flexibly available for work.
- Being prepared in teaching geology and science and respond to new teaching ideas and approaches
- Seek and travel to conferences of teachers of geography, science or students in their country and region to present (in their own language) interactive workshops to the conference participants.
- Work with other Field officers to develop interactive workshops appropriate for the curriculum in their own country.
- Purchase locally all the apparatus and materials needed to support and maintain the workshops (expenses will be reimbursed).
- Be willing to attend an expenses-paid bi-annual meeting and take part in the training of newly appointed GEFO (upon approval of annual budget approved)
- To behave professionally and respectfully in all their activities and not become involved in discrimination, bullying, harassment, or intimidation of any kind.
- To fulfill the commission's Terms of reference, geoethical values and uphold the geoethical promise (<https://www.geoethics.org/geopromise>).

4.1 Compliance and Annual Reporting:

GEFOs are expected to:

- ☐ Agree to comply with the guidelines outlined in this policy prior to their appointment.
- ☐ Collect evaluation data from each workshop presented and to provide simple analyses of the data for the GEFO annual Report every year.
- ☐ To complete and submit the GEFO annual Report to the GEFO subcommittee leader every year

- ☐ Failure to comply with this policy or submit the annual GEFO report on time may lead to a review and discussion to address concerns, with a possibility to resume the position upon demonstrating commitment.

5. COGE Responsibilities

COGE will provide an advance payment for supporting GEFO activities at the beginning of the year and the remainder upon receiving receipts. The proposed amount will be notified to GEFOs once the final budget allocation from IUGS is received

6. Budget

IUGS-COGE is funded annually by IUGS. The budget includes a component for the support of GEFO training and activities. Depending on the success and achievements of the program, the amount will vary from year to year.

The items requested are:

- Workshop kits for - apparatus and workshop materials purchased locally
- Travel and accommodation to workshop venues
- Refreshment to be served to the Workshop - resource persons and teacher participants during the Workshop

7. Term and Renewal

- The term of a Geoscience Education Field Officer (GEFO) shall be two years.
- At the end of each term, a performance evaluation and review shall be conducted to assess the officer's effectiveness, commitment, and alignment with the objectives of the program.
- Based on the evaluation results, the GEFO's term may be renewed for an additional two-year period, subject to satisfactory performance and continued relevance to COGE's goals.
- If a GEFO is not renewed, a succession plan will be implemented to ensure a smooth transition and continuity of educational initiatives in the GEFO's country.

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