

Guidelines for leadership roles in the GRA

GRA COUNCIL

Purpose

The GRA Council is the representative body of all Members and Partners which oversees all activities of the GRA and encourages greater global cooperation and knowledge sharing. The GRA Council is responsible for the governance of the GRA and its activities and is composed of:

- ✓ *The GRA Council Chair and Vice-Chair, nominated on an annual rotating basis from the GRA membership;*
- ✓ *The nominated representative from each Member country (at senior official level from the responsible government agency);*
- ✓ *The key contact person from each GRA Partner organisation;*
- ✓ *The Co-Chairs of the GRA Research Groups; and*
- ✓ *The GRA Special Representative and Secretariat.*

ROLE OF GRA COUNCIL

1. All member countries and partner organisations of the GRA are represented on the GRA Council.
2. The GRA Council does not hold or allocate dedicated funding to support GRA activities.
3. The GRA Council may endorse activities proposed by Research Groups and/or Networks. Such endorsement reflects support for implementation within the GRA but does not imply any financial commitment or sponsorship.
4. The GRA Council meets annually, hosted in the chairing country. This meeting is organised by the GRA Chair, with support from the Vice Chair, Special Representative, and Secretariat.
5. The GRA Council may convene 'Extraordinary Council meetings' (held online) when required to support timely decision-making and consensus across the GRA.
6. Research Groups seeking to establish new sub-groups or networks to advance specific areas of work must obtain endorsement from the GRA Council.

GRA CHAIR

Purpose

The GRA Chair provides overall leadership and strategic direction for the GRA. Depending on their priorities and areas of focus, the GRA Chair may provide leadership on strategic GRA

activities, including championing priority initiatives, leading or supporting working groups, and representing the GRA at relevant international forums, events, and engagements.

ROLE OF GRA CHAIR

1. The role of GRA Chair rotates annually among member countries and is undertaken on a voluntary basis. The Vice-Chair will assume the role of Chair in the following term to ensure continuity of leadership.
2. The GRA Chair is responsible for organising and chairing the annual GRA Council meeting, hosted in their country. Meeting dates are determined by the Chair in consultation with the Secretariat.

GRA SECRETARIAT

Purpose

The GRA is supported by a Secretariat that acts as the hub of the organisation, supporting the work of the Council and all GRA Groups. The GRA Secretariat has been held by New Zealand since its inception in 2009, it is led through New Zealand's Ministry for Primary Industries. The Secretariat is often the first point of contact for those outside of the GRA contact, secretariat@globalresearchalliance.org.

ROLE OF GRA SECRETARIAT

1. The Secretariat provides support to all GRA research groups in the delivery of events, activities, and communications.
2. The Secretariat holds contacts for GRA groups, members, partners, and affiliates. The Secretariat shares relevant information between the Council, Research groups and networks and Flagships
3. The Secretariat supports Research Groups to coordinate meetings with co-chairs, records meeting notes, and provides administrative and logistical assistance as required.
4. The Secretariat promotes GRA activities across communication channels, including social media platforms and the GRA website.
5. The Secretariat collates and manages reporting from all GRA groups.
6. The Secretariat produces and distributes community updates to share information, opportunities, and key developments with GRA members and partners.
7. The Secretariat supports the GRA Council, this includes working closely with the Chair and Vice-Chair in coordination for each annual council meeting.
8. The Secretariat supports the Special Representative with coordinating the independent networks relationships with all Research Groups and networks.
9. The Secretariat supports the development, coordination, and administration of GRA capability programmes, most notably the CLIFF-GRADS programme.

GRA SPECIAL REPRESENTATIVE

Purpose

The GRA Special Representative was established to act as the representative of the GRA. The Special Representative will serve to represent the collective interests of GRA by building and maintaining relationships across the GRA membership, partners, the research community, and multilateral fora.

ROLE OF GRA SPECIAL REPRESENTATIVE

1. The Special Representative works to lift the global profile of the GRA to increase cooperation and investment in research activities and their contributions to reducing the emissions intensity of agricultural greenhouse gases
2. The Special Representative is a core part of the GRA Secretariat team and has a responsibility to oversee the implementation of the GRA Council Strategic and Operational Plans
3. The Special Representative supports the GRA Council Chair to deliver the annual Council meeting and key priorities of the Chair.
4. The Special Representative fosters connections across GRA groups to enhance collaboration and support the achievement of GRA's overall objectives.
5. The Special Representative provides oversight of GRA Independent Networks to ensure alignment with GRA priorities and objectives, and to facilitate linkages and collaboration across the wider network of GRA activities.
6. The Special Representative will broaden and strengthen links with potential GRA Partners; relevant non-governmental and philanthropic organisations and the agricultural sector broadly
7. The Special Representative works with existing GRA Partners and Members to define specific action plans for collaborative activities
8. The Special Representative engages with a broad range of existing and potential funding entities to identify and secure funding for multinational research initiatives undertaken in support of GRA objectives
9. Where requested to do so, the Special Representative will assist member countries to raise the profile of the GRA and the value of relevant research activities within those countries
10. The Special Representative will promote the benefits of joining the GRA to potential new member countries

Skills and Experience to be Special Representative

- Strong understanding of greenhouse gas emissions processes or research background on this topic.
- Strong understanding of agricultural systems and practices, including climate change challenges for the global contexts.
- Strong understanding of international trade or environmental policies and multilateral frameworks.

- Demonstrated experience to a high-level of engaging with stakeholders, including Ministers and other senior leaders, policymakers, and the science and farming sectors.

RESEARCH GROUPS

Purpose

The Global Research Alliance on Agricultural Greenhouse Gases has established (3) Research Groups to address these areas of work: Livestock, Crop and Land Use, and Rice. Through work plans that bring countries and partners together in research collaborations, knowledge sharing, use of best practices, and capacity building among scientists and other practitioners; the aim of these Research Groups is to develop breakthrough solutions in addressing agricultural greenhouse gas emissions.

GRA RESEARCH GROUPS

1. Each Research Group will develop and implement an action plan to promote and facilitate activities consistent with the objectives of the GRA and the specific scope of the Research Group concerned.
2. Each Research Group will be chaired by a member or members selected by the relevant Research Group by consensus and confirmed by the Council. Any modifications to the chairing arrangements of any of the Research Groups need to be shared with the Secretariat.
3. Each Research Group will be supported by a member of the Secretariat. The Secretariat will assist with arranging meetings, promote activities on the GRA website and social media platforms, and provide background support in webinars and events.
4. Any Member country may participate in any or all the Research Groups. Members are encouraged to nominate (1) contact point for each Research Group in which they participate.
5. The Research Groups and their specific focus will be listed on the GRA website.
6. The decisions of the Research Groups will be made by consensus of the Members participating in the Research Group concerned.
7. Each Research Group will meet at least once a year online and at least once every two years in person at places and times to be determined by the Research Group concerned.
8. In undertaking their work, Research Group may, inter alia:
 - a. establish sub-groups/networks, led by a member or members of that Research Group, to carry out work on specific areas of research within the Research Group.
 - b. promote an active global network of individual scientists and experts in relevant fields;
 - c. encourage regional networks and build upon existing regional networks;
 - d. develop partnerships and scientific collaborations relevant to the work of the Group and to facilitate this may decide to invite institutions or individual scientists relevant to the work of the activities of the Research Group;

- e. work with the Secretariat to disseminate information on opportunities; scholarships, fellowships, and exchanges relevant to the work of the Research Group; and
- f. utilise Internet-based and e-networking tools to coordinate the Research Group's activities.
- g. Encourage the participation of early career researchers including CLIFF-GRADS alumni

ROLE OF RESEARCH GROUP CO-CHAIRS

9. The role of Research Group Co-Chair is a voluntary position. The GRA Secretariat and Special Representative can provide appropriate support in delivering the activities outlined.
10. Research Group co-chairs will facilitate activities within the framework and procedures established by that Research Group and will be assisted by the Secretariat.
11. Research Group co-chairs will develop an annual work plan following the RG meeting, based on desired activities and a timeline for achievement. Research Group co-chairs (or a representative) will present this work plan at the annual GRA Council meetings.
12. Research Group co-chairs will meet regularly supported by the Secretariat to stay connected and progress activities.
13. Research Group co-chairs will report its activities to the Secretariat in an all-RG co-chair virtual meeting every (6) months between the GRA Council meetings.
14. Research Group co-chairs will collate regular reports from their Research Networks to contribute to their overall report to Council to be presented at the GRA Council meeting or the virtual meeting every (6) months between the Council meetings.
15. Research Group co-chairs will organise a Research Group meeting at least once a year online and at least every two years in-person with dates and location to be determined by co-chairs (usually alongside a research conference) and will be assisted by the Secretariat.
16. Research Group co-chairs will work with Network leads to coordinate their relationships with the leads of the group's Networks and meet regularly to support delivery of the workplan activities of the Network and Research Group.

RESEARCH NETWORKS

Purpose

The GRA host Research Networks which are specialised expert communities that focus on technical areas, enabling scientists to share data and advance knowledge. These Research Networks sit within one of the three Research Groups and carry out activities that contribute to the overall goals of that Research Group.

1. Network leadership is agreed by consensus of the network or current leads. Any new developments in leadership need to be shared with the associated Research Group and GRA Secretariat. In undertaking their work, networks may:

- promote an active network of individual scientists and experts in relevant fields, encourage regional networks;
- develop partnerships and scientific collaborations relevant to the work of the Group and to facilitate this may decide to invite institutions or individual scientists relevant to the work of the activities of the network;
- work with the Secretariat to assemble information on scholarships, fellowships and exchange opportunities relevant to the work of the network; and find opportunities for members.
- utilise Internet-based and e-networking tools to coordinate the networks activities. The network and their specific focus will be listed on the GRA website.
- early-career researchers' involvement and capability building opportunities are encouraged in all networks.

ROLE OF RESEARCH NETWORK LEADS

2. The role of Research Network Co-Lead is a voluntary position. The GRA Secretariat, Special Representative, and associated Research Group Co-Chairs can provide appropriate support in delivering the activities outlined.
3. Membership of Research Networks are open to interested experts in that field.
4. Network leads should have regular meetings as agreed by them.
5. Network leads will develop and implement a work plan to promote and facilitate activities consistent with the objectives of the GRA and the specific scope of the network concerned.
6. Network leads can also contribute to the annual workplan of the Research Group they sit within.
7. Network leads will report its activities in the GRA template to their designated Research Group for the 6-monthly reports to the Secretariat.
8. Network leads should organise opportunities for their members to connect and share expertise either through an annual meeting, workshop, or webinar (in-person and/or online) at least once a year at places and times to be determined by the leads concerned. These events are encouraged to be alongside the Research Group annual meetings to increase attendance at your meeting and networking within the Research Groups.

INDEPENDENT NETWORKS

Purpose

The GRA also host independent networks that have a broader cross-sectoral focus and can contribute to all Research Groups, these independent networks report to the GRA Special Representative.

ROLE OF INDEPENDENT NETWORK LEADS

1. The role of Independent Network Co-Lead is a voluntary position. The GRA Secretariat and Special Representative can provide appropriate support in delivering the activities outlined.

2. Network leads will develop and implement a work plan to promote and facilitate activities consistent with the objectives of the GRA and the specific scope of the network concerned.
3. Network leads should have regular meetings as agreed by them to progress their network activities.
4. Network leads will report its activities in the GRA template to the Secretariat for their 6-monthly reports to the GRA Special Representative.
5. Network leads will organise opportunities for their members to connect and share expertise either through an annual meeting, workshop, or webinar (in-person and/or online) at least once a year at places and times to be determined by the leads concerned.

FLAGSHIPS

Purpose

The GRA works collaboratively, bringing together researchers from all over the world, to deliver its Flagship Projects. These are key priority projects that have been identified as uniquely suited to the research expertise and global membership of the GRA. GRA Flagship Projects develop new knowledge to better understand agricultural greenhouse gases, have global relevance and applicability and generate high scientific impact.

ROLE OF FLAGSHIP PROJECT LEADS

1. Flagship projects are expected to be developed and led from across the GRA membership, including experts from GRA Networks, country representatives from Research Groups and the GRA Council, Partner organisations and other expertise as identified.
2. Each Flagship Project should identify a Lead or Leads who will develop the project proposal and be responsible for bringing together the expertise required and reporting on the progress of the project to the GRA Council.
3. Flagship project leads will develop a flagship proposal within the Secretariat template. The Flagship project proposal will be presented by flagship project leads or a representative for consideration of endorsement at the next GRA council meeting, extraordinary meeting, or when best suitable.
4. Flagship project leads will build a team of representatives from GRA member countries and partners (including from across GRA Research Groups and Networks) to develop, progress, and achieve the desired outcomes of the specific flagship project concerned.
5. Flagship project leads must identify proposed funding mechanisms for core activities and secure at least 30% of the total funding required for the flagship project before presenting the proposal to the Council for endorsement.
6. Flagship project leads will lead their team in developing and implementing a work plan to achieve the desired outcome of the specific Flagship project concerned.
7. Flagship project leads will report its progress and activities in the GRA template to their designated Research Group or Network for their annual meeting and ahead of the GRA Council meeting.

8. Flagship project leads should ensure that opportunities are identified to communicate the work of the Flagship and recognising the role of the GRA, including through Social Media posts, Webinars and research papers.

Once the flagship project is considered completed, the flagship project leads will present the outcomes of their project to the GRA council at its next annual meeting, extraordinary meeting, or when best suitable.

GRA MEMBER COUNTRIES

Purpose

Countries officially join the GRA to build international collaborations. Members of the GRA aim to deepen and broaden research on climate resilience and mitigation across the agricultural sub-sectors of rice, cropping, and livestock, and to coordinate cross-cutting activities across these areas, including promoting synergies between adaptation and mitigation efforts.

JOINING THE GRA

- Each member country will identify (1) main contact point from the country's relevant Government agency (e.g. environment/agriculture) to be their representative on the GRA Council
 - Representatives should be senior officials who lead key research programmes
- Each member country will have their own webpage on the GRA website
- Members are invited to the GRA Council meetings
- Members are encouraged to participate, contribute, and support activities of the GRA
- Members are encouraged to join the GRA Groups and/or connect relevant individuals and groups to the GRA
- Members are encouraged to share relevant information about research within their region with the GRA Secretariat

To become a member country of the GRA please contact the GRA Secretariat:

secretariat@globalresearchalliance.org.

GRA PARTNER ORGANISATIONS

Purpose

International and regional organisations officially partner with the GRA to advance their research, international collaboration, and to disseminate knowledge to policy makers, the science community, and farming leaders.

Partner organisations have been identified for their expertise, scope of work and capacity to support efforts to reduce agricultural greenhouse gas emissions and increase carbon sequestration by improving the efficiency and productivity of agricultural systems. Partnerships are established by invitation from the GRA Council.

PARTNERING WITH THE GRA

- Partner organisations are invited to the GRA Council meetings
- Partner organisations are encouraged to participate, contribute, and support activities of the GRA
- Partner organisations are encouraged to work with relevant GRA Research Groups and Networks
- Partner organisations are encouraged to share relevant information with the GRA Secretariat
- Partner organisations will be identified on the GRA Website

To become a partner of the GRA please contact the GRA Secretariat:

secretariat@globalresearchalliance.org.