Community Engagement Steering Group

Terms of Reference

Last updated January 2026

1. Purpose

The CESG is responsible for identifying outreach and engagement needs for the DataCite community, including current and potential DataCite members as well as the broader research community. This includes: monitoring and assessing community needs and providing feedback on DataCite's priorities and services; recommending strategies and tools to communicate about DataCite's services, features, and plans; helping to build relationships, cultivate discussions and promote collaboration among the DataCite community; and involvement in DataCite's events and meetings. The CESG aligns its work with the Services and Technology Steering Group (STSG) so that activities support DataCite's services and products.

2. Governance

The CESG is an advisory group. The work of the CESG is overseen by the DataCite Board.

3. Membership

a. Term

CESG members are elected for a 2-year term. This term is renewable.

b. Appointment process

Any DataCite member can nominate an expert to serve on the CESG. The CESG aims for having between 10 and 15 members. CESG membership is decided by the CESG chair, after consultation with the DataCite leadership team. Member terms are renewed through appointment by the chair. The seat is held by the individual representative, but we ask that the organization approves the nomination. When members rotate off the steering group there is an open call for new members.

c. Types of roles

Members will be chosen based on their specific expertise. We strive for diversity and are therefore looking to include members from different genders, regions, backgrounds, and

types of organizations. While the CESG is open to representatives from non-member organizations, the majority of group members will be from DataCite member organizations.

4. Roles and responsibilities

The CESG is chaired by a member of the DataCite Board, who is assisted by one or more designated DataCite staff members to prepare the documents presented during Steering Group meetings. The chair's term is aligned to the term of Board membership.

Members of the Steering Group are expected to actively participate in Steering Group meetings, with some lightweight work between meetings.

5. Meetings

CESG meetings are held four times a year. Each meeting is typically scheduled for 60 minutes as a virtual session.

6. Lines of communication and coordination

CESG members communicate via a dedicated mailing list or via the personal email of the group chair and the designated DataCite staff representative(s).