

CALL FOR NOMINATION

NGO Positions on the Board of Directors of the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM)

This is to inform you of current non-governmental organizations (NGO) positions available on the Board of Directors of the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM).

In November 2001, the Transitional Working Group (TWG) for the GFATM agreed to the composition of the Board of Directors. There will be **three Board members from the NGO community**. Two will be voting members (one north, one south) and one will be a non-voting member (a representative of PWA/Malaria/TB communities).

We are now soliciting nominations for these **three** vacant positions. Nominated individuals need to prepare and submit a three page application and attach letters of reference. The selection criteria and application process are explained in detail in the attached document "Application Process for NGO Positions on GFATM Board".

The **FINAL CLOSING DATE** for nominations is **DECEMBER 21, 2001**. Due to time constraints, it will not be possible to consider applications received past this date. The Selection Committee, comprised of the four NGO representatives on the Transitional Working Group of the GFATM and four well-known and respected global organizations, will announce their recommendations on January 12, 2002.

The International Council of AIDS Service Organizations (ICASO) will serve as a mailbox for applications. Please send all applications with all required documents to the following:

ICASO Central Secretariat
c/o Tanya Jewell
399 Church Street, 4th Floor
Toronto, Ontario
M5B 2J9
CANADA

Tel: (1-416) 340-8484 ext. 282
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E-mail: tanyaj@icaso.org

Application Process for NGO Positions on GFATM Board

Background

The NGO representatives currently on the TWG include the Global Network of People Living with HIV/AIDS (GNP+), the International Council of AIDS Service Organizations (ICASO), The AIDS Support Organization (TASO), and the International Union Against Tuberculosis and Lung Disease (IUATLD).

It was agreed at the recent TWG meeting that the GFATM Board, beginning in 2002, will be comprised of the following:

- 7 representatives of donor countries;
- 7 representatives of developing countries;
- 2 representatives from the private sector (foundation and industry); and,
- 2 representatives from the NGO sector (1 north, 1 south).

Ex-officio members include: 1 UNAIDS representative, 1 WHO representative, 1 representative of the Trustee (to be determined), and 1 representative of people living with HIV/AIDS, or a community living with malaria or tuberculosis.

Thus **there will be 3 Board members from the NGO community:**

- **2 voting members** (1 south, 1 north)
- **1 non-voting member** - representative of PWA/Malaria/TB communities

Terms of Reference (ToR):

The role of a Board member is that of a volunteer - there is no payment for participating. Travel and per diem costs are covered by the GFATM organization. The board will meet every 3-4 months in the first year (2002), and thereafter every 6 months.

(A) Board Functions

1. Set policies and strategies for the Fund, in line with the agreed Purpose, Principles and Scope.
2. Set operational guidelines, work plans and budgets for the Secretariat and Technical Policy and Programme Support.
3. Make funding decisions.
4. Appoint the Executive Director of the fund.
5. Set criteria for membership of, and appoint, Technical Review Panel and Technical Policy and Programme Support Group(s).
6. Establish a framework for monitoring and periodic independent evaluation of performance and financial accountability of activities supported by the Fund.
7. Represent the views of the various constituencies.
8. Coordinate with outside agencies.
9. Advocate for the Fund, and mobilize resources.
10. Select and appoint a Chairperson and a Deputy Chairperson for the Board.

(B) Mandate and working methods

- Participate fully in all meetings of the Board (study all relevant documents in order to provide input in the decision-making process);
- Participate in teleconferences and other virtual means of communications among Board members, the NGO community, networks and with the other NGO Board members;
- Advocate for the participation of community representatives in the design, implementation and evaluation of all policies and programmes at all levels of the GFATM;
- Provide input into equitable and appropriate allocation of resources;
- Maintain a focus on issues of importance to the community and NGO movements (eg. Document highlighting NGO input to the GFATM);
- Seek input from the community on key issues related to relevant documents;
- Consult with and report to the broader community of NGOs and CBOs and people and communities living with or affected by HIV/AIDS, malaria and tuberculosis before and after Board meetings;
- Prepare a report for wide distribution by September 1, 2002, on the selection process for future Board Members. This process will need to be open, transparent and participatory, and be viewed as acceptable by a large number of NGOs and networks throughout the world. Board members will not be able to replace themselves by nomination - a worldwide consultation will be required. International networks may be of assistance in this new process.

(C) Qualifications and criteria for selection

Based on the Board functions, including representing the various constituencies (developed and developing country contexts, and from people living with a disease), the selection of the 3 Board members should take the following criteria into consideration:

- Experience and ability to assume responsibility to carry out the tasks as described in the role of the Board; (for example, experience providing policy oversight and governance for a large organization.)
- Represent issues related to NGO involvement in HIV/AIDS, TB and Malaria;
- Represent issues related to consumers – people infected and affected by the 3 diseases – and those populations vulnerable to the 3 diseases;
- Minimum 3 years experience in front-line NGO work in 1 or more of the 3 disease areas;
- Ability and capacity to communicate and network effectively and broadly (must have functioning communications linkages such as telephone, fax, computer and email);
- Ability to act within a team setting (3 NGOs);
- Be gender sensitive;
- Possess diplomatic and strategic political skills (working within a 22 member Board), including capacity to think and work strategically;
- Ability to work in written and spoken English (additional languages are greatly desired)*;
- Linkage to an organization that can facilitate communication and liaison and provide consultation and support;
- Demonstrated track record of networking and outreach in broad NGO circles.

** Documentation is generally provided in English (large volume), and group discussions will be in English. It is not known whether interpretation will be provided at Board meetings.*

(D) Length of terms

For the next 2 years (transition period), the length of terms for NGO members will be as follows:

- NGO from developed country: 1 year
- NGO from developing country: 2 years
- PWA/TB/Malaria: 2 years

Terms thereafter will be 2 years for all NGO members.

(E) Cessation of Appointment

An NGO GFATM Board Member will cease to be a Member if:

- He/she resigns
- He/she leaves the principal work that secured his/her nomination and/or selection to the Board;
- He/she is unable to perform the agreed upon tasks;
- He/she is unable to work with the other NGO Board Members as part of a team; and,
- If a conflict of interest is declared.

(F) Application Process

Nominated individuals to the GFATM Board need to prepare and submit a **3 page** application (***only first 3 pages will be considered***) that covers the following:

- State which position applied for (i.e. southern NGO, northern NGO or non-voting representative a of PWA/Malaria/TB communities)
- Name, contact information, age, organizational affiliation, communities served;
- Short Curriculum Vitae (CV) outlining experience;
- Short Narrative outlining why you should be selected a Board member, particularly referring to the Board functions.

Also attached to the 3-page application will be:

- 2 letters of reference from organizations outside your own (1 page per reference only);
- 1 letter of reference from your own organization agreeing to the additional travel and workload (1 page only).