

Effective Date: 11th July 2018

MEMBER OF BOARD OF DIRECTORS (DIRECTOR)

ROLE DESCRIPTION

Overall role

- Direct IDPC towards achieving its vision, mission and Strategic Plans.
- Ensure that IDPC is properly governed and operates effectively.

Responsibilities

1 Strategy and planning

- 1.1 Review and approve IDPC's Strategic Plans.
- 1.2 Review and approve annual budgets.

2 Governance

- 2.1 Ensure IDPC operates in accordance with its constitution, and all legal and regulatory requirements.
- 2.2 Formulate and review policies and procedures for IDPC's work, including a risk management framework, and ensure that IDPC operates in accordance with these.
- 2.3 Ensure the long-term financial viability of IDPC.
- 2.4 Review the performance of the Board and take steps to improve its performance where necessary.

3 Fundraising

- 3.1 Identifying funding opportunities or potential donors for IDPC, and facilitating strategic introductions and relationship-building opportunities where possible.
- 3.2 Participate in fundraising and development activities, and contribute to formulating fundraising strategies for the organisation in furtherance of its vision, mission and Strategic Plans.

4 Organisational

- 4.1 Ensure that the appropriate human, financial and other resources are in place to support IDPC in fulfilling its Strategic Plans.
- 4.2 Support the Executive Director in their work for IDPC to deliver on the organisational strategy and effectively implement agreed plans.
- 4.3 Regularly review IDPC's activities and performance.

5 Individual obligations

- 5.1 Actively participate in meetings of the Board, committee meetings and other working groups, contributing specific skills and experiences.
- 5.2 Promote the good name and reputation of IDPC and its members, acting as an ambassador for it whenever possible, and upholding its core policy principles at all times.
- 5.3 Comply with all laws and regulations applicable to company directors in the UK, and with all relevant policies of IDPC.

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