

Developing Country NGO Delegation to the Board of Global Fund Application Process

Background

A Selection Committee set up by the Delegation is currently soliciting nominations from individuals representing NGO's and CBO's in the global south (Africa, Eastern Europe & Central Asia, Latin America) for the Developing Country NGO Delegation. The selection process strives to achieve a transparent, balanced and representative Delegation in terms of the following:

- (1) the three diseases (HIV, TB and Malaria)
- (2) regional representation
- (3) gender & youth (25 years and younger)
- (4) type of civil society organization (CSO).

The term of office is for a period of two years starting from when the appointment letter is sent. There are various categories of membership namely

- 1) The Leadership comprising the Board Member, Alternate Board Member and Lead Communications Focal Point.
- 2) The Leadership team comprising the above and elected members of Global Fund standing committees and the Treasurer.
- 3) Any members with particular skills/disease expertise selected by the Leadership team and who form the core group which also includes the Regional Communication Focal Points.
- 4) Members who have served on the Delegation and who volunteer their skills and expertise as and when required in the regions.

Terms of Reference (ToR):

The role of the Delegation member is to support the Board Member and the Alternate Board member on issues related to the Global Fund; to bring to the Board the concerns and voices of the civil society community from developing countries worldwide and to disseminate information from the Board to those communities.

A member of the Delegation serves in a voluntary capacity - there is no remuneration for participating. Travel and per diem costs to attend Delegation retreats, Board meetings and other committee meetings are covered by funds raised by the Delegation leadership. An annual retreat is held once per year to which all members are invited. Board meetings are held twice per year and a maximum of 10 people may attend from one Constituency. Board meeting attendance is by invitation from the Board member and based on contributions made by members in between Board meetings (performance) and the issues on the Board agenda. Travel will be in economy class and will be based on available funding.

Being involved with the Global Fund board delegation can demand between 10% and 25% of a full-time equivalent, and this requires an explicit written commitment from the prospective Delegation member's organization.

Board Functions

The Delegation members will support the Delegation leadership team to perform the following 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 Program Support.
3. Make funding decisions based on information provided by the Secretariat and other relevant sources.
4. Establish a framework for monitoring and periodic independent evaluation of performance and financial accountability of activities supported by the Fund.
5. Represent the views of the various constituencies.
6. Represent and voice the needs of developing country NGOs and CBO's.
7. Coordinate with outside agencies.
8. Advocate for the Fund, and do resource mobilisation both domestic and international.
9. Participate on standing committees and working groups of the Board.

Delegation members commit to:

1. Helping to achieve greater and more effective Global Fund impact among NGO's in the developing countries during and in-between Board meetings;
2. Attending the GF Board and regional meetings and helping to secure funding to attend the same;
3. Being a watchdog of GF operations at country level;
4. Participating in Developing Country NGO's and Board committees and working groups;
5. Advocating and mobilizing domestic resources for the GF;
6. Developing strategic alliances with partners in the delegate's country and region and at Board level;
7. Being a conduit and liaising and networking with NGO's and communities at country and regional level;
8. Participating in monitoring and periodic evaluation of the performance of the Global Fund;
9. Preparing fully for GF Board meetings which includes reading, summarising and attending all pre and post GF Board meetings ;
10. Attending the annual retreat for the duration;
11. Attending promptly to issues which arise between Board meetings;
13. Staying updated on technical and policy issues related to the 3 diseases and their impact on NGOs;
11. Responding promptly to issues as they arise between Board meetings;
12. Consulting communication focal points and others in the country, in the region or sub-region;
13. Maintaining close communication with the Delegation's Board member, Alternate, Communication Focal Point; and other delegation members through regular email messages and phone calls between the Board meetings;
14. Disseminating information on Global Fund issues in line with the Developing Country NGO Delegation's internal/external communications strategy;
15. Consulting with, reporting to and seeking input from the broader community on key issues related to relevant documents before and after Board meetings;
16. Explicit assurance from employer regarding availability of up to 25% of working time for Global.