

## **Chair of Board of Non-Executive Directors: ABColombia**

The Chair of the Board of Non-Executive Directors of ABColombia oversees the functioning of the highly successful advocacy group of five leading British and Irish development agencies working on Colombia. The group is currently hosted by CAFOD and answers to the Member organisations.

This is a voluntary position with expenses paid and requires the commitment of a minimum of 1 day a month, plus attending and chairing quarterly Board meetings and the ABColombia annual planning meeting. The Chair coordinates the work of the Board which was established in January 2008 and currently comprises four non-executive directors, one of whom is a representative of the member agencies.

Working in partnership with the Programme and Advocacy Manager and one other member of staff, Member organisations and the Non-Executive Directors, The Chair:

- Ensures that the governance of ABColombia is appropriate to the organisation's needs and of the highest possible standard
- Ensures the development of the organisation's fundraising strategy
- Ensures that the ABColombia complies with all relevant legal and regulatory requirements.
- Is responsible for the recruitment and the management of the ABColombia Programme and Advocacy Manager and ensures that he/she implements annual working plans in an effective, timely and efficient manner.
- Encourages an environment and structure that promotes the performance of the organisation and its public reputation and credibility.

### **Person Specification:**

The Chair is likely to contribute:

- expertise in managing small organisations and experience and understanding of working in networks and committees.
- institutional management and staff management experience, plus knowledge of institutional governance and development requirements, including budgeting and financial management systems and reporting systems.
- excellent leadership skills together with good inter-personal skills.
- a commitment to the respect of human rights and the right to development, and knowledge of Colombia is advantageous.