

Governing Board

Overview:

The Governing Board should act effectively and ethically in their duties related to overseeing the institution's mission. The governing board is responsible to decide on any matter assigned or delegated to it under Article 20 of the INNCO constitution or by the members of the General Assembly.

Description

Report to:	Governing Board
Responsibilities and Duties:	<ul style="list-style-type: none"> ● Define policies within the framework determined by the General Assembly; ● Provide guidance and support to the General Secretariat in implementing the decisions of the General Assembly; ● Provide oversight to and monitor the performance of the General Secretariat; ● Appoint and dismiss the CEO of the General Secretariat; ● Review the budget, working plan, activity reports and financial reports of the Secretary General; ● Ratify general agreements concluded with other organisations; ● Take decisions of admission, resignation and possible expulsion of members and inform the General Assembly; ● Establish specific-purpose working groups, sub-committees or other bodies necessary for the effective functioning of the Organisation; ● in cases of emergency, take decisions on questions which, according to the Statutes, should be decided by the General Assembly. Such decisions will be ratified by the General Assembly at its next meeting;

	<ul style="list-style-type: none"> • Draw up the provisional agenda of the General Assembly; • Take and keep minutes of its meetings and produce a summary to be disseminated to the Organisations' members.
Qualifications:	<ul style="list-style-type: none"> • Must be nominated by the CEO of the member organisation and the nomination must be approved by the Organisations Board.
Hours of work:	This position requires a minimum of five (5) hours per week per board member to be carried out effectively.
Salary/Token:	Volunteer, no salary. Meeting attendance requirement is 90%
Other considerations:	Specific arrangements to reimburse travel and costs in the course of INNCO business.