

Pandemic Fund Governance Board

Global South & Global North Civil Society Representatives

Terms of Reference

WACI Health, Eastern Africa National Networks of AIDS and Health Service Organizations (EANNASO), Global Fund Advocates Network (GFAN) and STOPAIDS are inviting applications for the following roles to the Pandemic Fund Governance Board:

- Global South Board Member & Alternate Board Member
- Global North Board Member & Alternate Board Member

Pandemic Fund

The Pandemic Fund, hosted by the World Bank, will provide a dedicated stream of additional, long-term financing to strengthen pandemic prevention, preparedness, and response capabilities and address critical gaps in low- and middle-income countries (LMICs) through investments and technical support at the national, regional, and global levels.

The Governing Board is the supreme governing body of The Pandemic Fund. The Governing Board, comprising of 21 voting members, reflects an equal balance of sovereign “contributors” (donors) and sovereign “co-investors” (countries that could receive funding); includes a voting seat for non-sovereign contributors (philanthropies/foundations); and two voting seats for CSOs. The Governing Board is led by Dr. Chatib Basri former Minister for Finance, Indonesia.

More information about the Pandemic Fund can be found:

<https://www.worldbank.org/en/programs/financial-intermediary-fund-for-pandemic-prevention-preparedness-and-response-ppr-fif>

Background information

In August 2022 Pandemic Action Network, the Center for Indonesia’s Strategic Development Initiatives (CISDI), the Eastern Africa National Networks of AIDS Service Organisations (EANNASO), and the Platform for ACT-A Civil Society & Community Representatives (co-led by WACI Health, GFAN and STOPAIDS) initiated a civil society-led selection process and issued a global call for nominations to select interim CSO representatives to the Pandemic Fund Governing Board.

This interim selection process took place on an abbreviated timeframe to ensure that the interim CSO representatives could participate in the first Governing Board meeting on 8-9 September 2022. The Selection Committee announced on 7 September that Jackline Njeri Kiarie (Amref Health Africa) had been selected as Global South CSO Board Member and Nitish Debnath (One Health Bangladesh) as Alternate Board Member. Elisha Dunn-Georgiou (Global Health Council) was selected as Global North CSO Board Member and Olya Golichenko (Frontline AIDS) as Alternate Board Member.

Roles and responsibilities

The Board Members and Alternate Board Members are expected to:

- Discuss and approve strategic priorities, plans and principles of the Pandemic Fund
- Approve any amendments to key documents including the Governance Framework & Operations Manual as required
- Define strategic priorities for each Call for Proposals; review Funding Proposals for projects and activities (Funding Proposals) based on the TAP's assessment and recommendations, decide and approve Funding Proposals for projects and activities to be funded by the Pandemic Fund, and approve allocations of resources for Funding Proposals (subject to funding availability in the FIF as determined by the Trustee)
- Approve work plans and allocations of indicative budgets for the governing and administrative bodies of the Pandemic Fund
- Review progress reports from the Implementing Entities as compiled by the Secretariat and the annual "impact/results report" prepared by the Secretariat
- Review financial reports from the Trustee and financial information from the Implementing Entities as compiled by the Trustee
- Exercise oversight of the use of Pandemic Fund resources transferred to the Implementing Entities
- Review the performance of the TAP leadership and the Pandemic Fund Secretariat leadership on an annual basis, with the latter in accordance with the World Bank's Human Resource practices
- Request the Secretariat to initiate commissioning of a stocktake at the end of the first year and a mid-term review/evaluation, to facilitate learning, and make any adjustments as needed, based on these reports; request the Secretariat to initiate commissioning of a final independent evaluation of the Pandemic Fund, and review the report
- Ensure that the Secretariat engages in regular interface with the G20 health and finance workstreams
- Oversee strategic communications and any future resource mobilization efforts;
- Exercise such other functions as may be required to achieve the purposes of the Pandemic Fund

Specifically in relation to your civil society constituency:

- Consult with the constituency to determine constituency positions in relation to discussions, deliberations and decisions relevant to or due to be discussed at the Board
- Regularly inform broader civil society on the positions of the constituency and key discussions and decisions made by the Board
- Support ongoing efforts to establish civil society constituencies and civil society support mechanism to support their functioning

Please note: Roles and responsibilities may evolve and exercising other functions may be required by Board members to achieve the purposes of the Pandemic Fund

Candidate criteria

- Significant experience in global health, development, finance, or other fields directly relevant to the mission of the Pandemic Fund
- Hold a senior position in your respective organisation
- Demonstrated experience, capacity, expertise and commitment to consult, develop and represent collective positions (Global South and North, respectively) in proceedings of the Board
- Demonstrated capacity to fulfill the roles and responsibilities for Board Members (see above)
- Experience in pandemic preparedness and response program implementation and/ or experience in advocacy
- Commit adequate time to Pandemic Fund processes (at least 25% of working time; expected to increase to 40% in the two weeks preceding Board and Committee meetings and 100% of the time during Board and Committee meetings)

Duration of term

The Board Member and Alternate Board Member will serve for a term of two years starting in May 2023.

Both Board Member and Alternate Board Member are expected to complete an annual performance review. The appointment of Board Members will cease if:

- They resign;
- Following a review and opportunity to respond, they are deemed not to have met the responsibilities of their post;
- They no longer have links to an NGO or Community-based organisation(s) or group;
- If a conflict of interest is declared (between the work of the representative, their organisation or their group and the work of the Pandemic Fund) and it is not possible to work around this;
- When their term is completed

The role of Board Member and Alternate Board Member are unpaid. The Board Members and Alternate Board Members will NOT receive compensation in form of salaries, salary replacement, honorariums or similar. Governance meetings are currently virtual. In-person attendance and travel costs for future meetings will be arranged with the Pandemic Fund Secretariat.

Application process

To apply, please send the following to admin@globalfundadvocatesnetwork.org by **6pm CET on Thursday 6 April 2023**:

- A complete application form which can be downloaded [here](#)
- CV/resume (maximum 2 pages)
- Letter of reference and statement of organisational support for taking on the role from the civil society or community organisation to which you are affiliated
- A short 1-2 minute video outlining your experience and interest in this role

Selection process

Global South/ Global North Board Member and Alternate Board Member will be selected through the following application process:

- A call for nominations will be circulated widely through civil society and community mailing lists and social media channels
- WACI Health and EANNASO will identify a selection panel of 5 individuals who will be a mix of civil society and community representatives, be diverse geographically and have gender balance. They will all be familiar with the work of the Pandemic Fund, as well as broader pandemic preparedness and response. The co-ordinating organisations will ensure there are no conflicts of interest of the selection panel members by ensuring that no one from any of their organisations is applying and that the panel members declare any work connections to applying individuals in the selection process. The panel members will score all applications independently for the roles of Global South Board Member and Alternate Board Member against the criteria above and then collate the scores and discuss and agree final successful candidates. The selection panel may also invite applicants to interview.
- GFAN and STOPAIDS will follow exactly the same process as above for convening the Global north selection panel and running the selection process
- Selected Board Members will be notified by email and will need to confirm their willingness to take the role before their name is announced to the Pandemic Fund Secretariat, Pandemic Board and to the broader public by the convening organisations.