



MEMBER OF THE BOARD OF DIRECTORS – ROLE PROFILE

Mission and Vision

SLURC's mission is to work with communities, their organisations, and other stakeholders to create capacity and produce useful knowledge leading to improved well-being in informal settlements.

Our vision is an inclusive, socially and environmentally just urban Sierra Leone where no one lives in deprivation and slum-like conditions; where all have access to a decent living condition with opportunities to influence policy decisions; a world where no one is left behind.

Role Purpose

The Board is the highest governing authority within the management structure of SLURC. It is collectively responsible for ensuring the success of the research centre and ensuring its compliance with all legal and regulatory obligations by setting and monitoring the strategic direction of the organisation.

It is the Board's job to select, evaluate, and approve appropriate power for the Directors, evaluate the Directors' performance, help to form and evaluate strategies, make recommendations, approve the financial statements and accounts, and recommend directions for growth. Board Members must focus on the strategic elements of the organisation and should not get involved with the day to day running of the organisation.

Board members are accountable to the Chair of the Board. They are expected to maintain good relationships with other members of the Board, the Directors and other key members of staff and with external stakeholders, particularly local and central government officials and informal settlement actors, and any other related statutory agencies.

The responsibilities of Board Members as individuals are set out below.

Purpose of the Board

1. Provides focused strategic leadership and direction to the work of SLURC
2. Determines and upholds SLURC's vision, mission, values and strategies
3. Establishes strategy, policies and plans to achieve agreed objectives, setting short, medium and long-term plans within the 5-year Strategic Plan
4. Ensures that decisions taken by the Board are in the best interests of SLURC, and its partners and beneficiaries, and promote the highest quality standards



5. Ensures that legal and social responsibilities are met, and that SLURC's affairs are conducted to accepted standards of performance and propriety
6. Carries out Board duties with independence and integrity
7. Determines the organisation's approach to risk, establishing risk mitigation
8. Approves an appropriate, robust and prudent business planning with the Sustainability plan, considering risk and control
9. Establishes ambitious but financially prudent strategic policies and plans to achieve organisational objectives, and approves each year's budget and accounts
10. Monitors the organisation's performance in relation to plans, budgets, controls and decisions, and ensures that the organisation is well run and sound;
11. Agrees policies and make decisions on all matters that might create significant financial or other risk to the organisation;
12. Appoints (and, if necessary, dismisses) the Chief Executive and set objectives for him.

Key Responsibilities

A. Board Member duties

- A1. Diligently prepare for and attend at least 75% of Board meetings (3 out of 4 annually), making an active contribution to discussions and decision making
- A2. Uphold and promote the values, core policies, objectives and performance, of SLURC
- A3. Uphold best practice, role modelling good governance behaviours and respecting confidentiality
- A4. Provide leadership on equality and diversity matters ensuring this is reflected in all that SLURC does
- A5. Ensure compliance with all regulatory standards and statutory law, as well as the organisation's Memorandum and Articles, financial regulations, internal controls and delegated authorities
- A6. Develop and maintain good working relationships with Board and other colleagues and treat fellow members and colleagues with respect
- A8. Support colleagues and staff whilst providing constructive challenge "the critical friend"
- A9. In the event of unavoidable absence from a meeting, provide comments and questions in advance on the relevant papers to the Chair
- A10. Participate in reviews of Board performance, attending training when required; participating in opportunities for learning and development; and keeping up to date with sector matters.
- A11. Represent SLURC, acting as an ambassador and upholding SLURC's reputation
- A12. Declare any perceived or real conflict of interest in organisation's matters and adhere to the principles

B. Board terms/participation

- B1. SLURC's Board meetings will be held quarterly



- B2 Sub-committees will be created as and when necessary to work on particular aspects, meetings will be held in coordination with full board meetings.
- B3 Time commitment is an approximate average of 1 - 2 days per month

C. Remuneration

Service on SLURC's Board of Directors is without remuneration, except for travel and accommodation allowance in relation to Board Members' duties.

Qualifications of potential candidates

This is a great opportunity for an individual who is passionate about SLURC's mission and achieved leadership stature in business, government, academia, or the non-profit sector. Their accomplishments will allow them to attract other well-qualified, high-performing Board Members.

Ideal candidates will have the following qualifications:

- Extensive professional experience with finance and accounting expertise ideally from the private sector or non-profit sector
- Understanding about the relationship with key international development agencies and donors
- A commitment to and understanding of SLURC's partners and the communities we work in
- Diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals
- Personal qualities of integrity, credibility, and a passion for improving the lives of those living in informal settlements

If you have any questions or discuss any of the above, please do not hesitate to contact Andrea Klingel, Director of Operations (aklingel@slurc.org or +232 7999 5463) or the Executive Director, Dr Joseph Macarthy (jmacarthy@slurc.org or +232 7968 4818).