

### **CALL FOR NOMINATIONS**

#### **Civil Society Alternate Representative to the Gavi Alliance Programme and Policy Committee—term beginning 1 January 2020**

**(this vacancy is published in English only—please share widely)**

**Deadline for nominations: 9, September 2019, 23:59 GMT**

Gavi, the Vaccine Alliance is a public-private partnership launched in 2000. It comprises partners including UNICEF, WHO, the Gates Foundation, the World Bank, developing country governments, donor country governments, the vaccine industry, civil society groups, and research and technical health institutes. Gavi partners are represented on the Alliance's Board, the primary decision making authority on all matters related to Gavi-supported programs and policy development. A secretariat, based in Geneva, coordinates Alliance activities including policy development and support to countries. For more information, visit [www.gavi.org](http://www.gavi.org).

There is one seat for Civil Society Organisations (CSOs) on the Gavi programme and Policy Committee (PPC). The term of this position is 2 years (January 2020-December 2021).

Civil Society is one of the largest and most diverse constituencies within Gavi. CSOs include non-governmental organisations, community based groups, faith-based organisations, some academic and technical institutions and professional organisations including paediatric societies. As a public-private partnership, Gavi's engagement with civil society should reflect their major roles in global immunisation and child health and encourage the further development and inclusion of CSOs within Gavi's governance structures. Please visit our website here: [www.gavi-cso.org](http://www.gavi-cso.org).

In December 2019, the term for the sitting CSO PPC (Dr Dure Samin Akram) will conclude. Consequently, the Gavi CSO Steering Committee currently seeks nominations for the PPC position from CSOs with strong experience in immunisation, child health and health system strengthening. The PPC representative would be expected to take up this role in January 2020, and to become the CSO PPC representative until December 2021.

All interested candidates should refer to the terms of reference for the CSO PPC Representative (see annex 1 of this document). Nominations must be submitted by the candidate's organisation to demonstrate that they have full organisational support and that the organisation commits to allocating at least 10% of the nominee's time to the PPC role. Any nomination submitted directly by the individual will not be considered. The PPC representative represent the entire Gavi CSO constituency, not just his/her own organisation.

#### **Nominations must be:**

- in English
- in Word format (pdf files will not be accepted)
- in one document (multiple attachments will not be accepted)

# **Gavi CSO Constituency**

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### **And should include:**

- Organisational information (headquarters, branch offices, key areas of work related to immunisation and health system strengthening, contact person submitting the organisational nomination)
- Brief CV or biography of the individual who would represent the organisation
- A personal statement from the nominee covering reason for interest, skills offered to the Steering Committee, previous involvement in immunisation and organisational resources to be leveraged
- Statement from organisation that they are prepared to support the representative for Gavi CSO constituency work at a minimum of 10% time

**Organisations should submit complete applications in English electronically to [diane.lecorvec@ifrc.org](mailto:diane.lecorvec@ifrc.org) by 9 September, 2019, 23:59 GMT.**

Kind regards on behalf of the Gavi CSO Steering Committee

### ANNEX 1

## Terms of Reference of CSO representative at the Gavi programme and Policy Committee

### The Gavi CSO steering committee

- Civil society is represented on the Gavi Alliance Board by an elected Board member and alternate. The CSO Board member and alternate are supported by the wider Gavi CSO Constituency — a broad network of over 700 CSOs from across the globe— and the **Gavi CSO Steering Committee**, a group of civil society organisations from different countries to guide the Constituency in its work.
- The CSO steering committee is required to have an informed and accountable representative at the Gavi PPC represent the constituency position in shaping the policy and programme of Gavi through its participation at the PPC.

### The Programme and Policy committee

- The Gavi Board is responsible for strategic direction and policymaking, oversees the operations of the Vaccine Alliance and monitors programme implementation
- The Board delegates some of its activities and areas of work to five standing Committees consisting of Board members, Alternates and, in some cases, independent experts or constituency representatives of Alliance stakeholders
- The PPC assists the Board in fulfilling its responsibilities in respect to the programmatic and policy oversight of the Vaccine Alliance and serves as the principal advisory body to the Board on all Gavi programme areas and leads the development of new policies.
- It comprises high-level technical experts from partner organisations and constituencies with knowledge in areas such as epidemiology, public health, research, health systems and financing.

### The Role of the CSO representative at the PPC

#### **Responsibilities:**

- Support the vision and implement the mission of the Gavi CSO constituency;
- Meaningfully participate in all discussions of the Gavi CSO Steering committee with a focus on issues related to the PPC and Board Meetings of Gavi
- Contribute to formulating policy and strategy positions ahead of board and committee meetings
- Consult with the Gavi CSO steering committee, communicate its priorities and advocate for the constituency position during the PPC meetings
- Participate to all PPC and Gavi CSO Steering committee meetings (respectively held twice a year)
- Maintain pre-board and committee documents confidential
- Report back to SC members about the deliberations, successes and challenges faced in PPC meeting.
- Commit to a minimum of 10% for Gavi related duties
- Declare conflict of interest as per the Gavi CSO constituency COI policy

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### ***Time commitment:***

- The PPC representative is expected to give a minimum of 10% of his/her time on a voluntary basis.
- In practice, the PPC representative often find that the time commitment is greater than 10% especially in preparation of the PPC meetings. Please note that there is no financial compensation involved in this work.

### ***Length of Term:***

- The term of office is for a period of **two (2) years (Jan 2020- Dec 2021)**

### ***Language:***

- The working language is English, this follows the Gavi Board working method.

### ***Accountability***

- The CSO representative to the PPC is nominated as an individual member and will form part of the leadership team of the Gavi CSO steering committee called the Coordination Committee (Chair and vice chair of the Gavi CSO Steering committee, a board and a alternate board member, the PPC representative as well a communications focal point and a special advisor to the board (ex-officios).
- The Coordination Committee is accountable to the Steering Committee and ultimately to the wider constituency

### **Skills and competencies**

#### ***Background and expertise***

- Ability to work as team member and represent the constituency's diverse views, even if the individual may not agree with views
- Experience of front-line work (ideally health) in communities and ability to advocate and represent communities / vulnerable populations at multiple levels
- Experience in immunization and beyond including but not limited to MNCH / HIV / HSS / PHC
- Proven ability to network and deal with politics in multi-cultural, multi-partner level discussions and meetings
- Seniority with executive level experience highly dished
- Expert knowledge of English, French knowledge is desired

#### ***Gender, geographic and organizational diversity***

- Women representation highly desired
- Representative from the Global South for geographic balance and power dynamics highly desired