

Terms of Reference for ACT Alliance Moderator

Background

United in the common task of all Christians to manifest God's unconditional love for all people, the ACT Alliance works towards a world community where all God's creation lives with dignity, justice, peace and full respect for human rights and the environment. As churches and church-related organisations, we work together for positive and sustainable change in the lives of people affected by poverty and injustice through coordinated and effective humanitarian, development and advocacy work. ACT Alliance members are bound together by several core values that are grounded in our Christian faith and which guide our humanitarian, development and advocacy work. These are reflected in the *Founding Document* of the ACT Alliance.

Role of the Moderator of ACT Alliance

The Moderator of the ACT Alliance has the overall responsibility for leading the Governing Board of the alliance and for moderating Governing Board and Executive Committee meetings. The Moderator is one of the three Officers of the Governing Board and acts in the capacity of moderator on both the Governing Board and the Executive Committee. The Moderator, together with the ACT Alliance General Secretary, represents ACT Alliance externally as requested and is a signatory of ACT Alliance.

Responsibilities of the Moderator

- Represents the best interests for the alliance, above the interests of his/her own member organisation.
- Represents the views, opinions and perspectives of the whole membership of ACT Alliance.
- Physically attends and chairs annual Governing Board and Executive Committee meetings.
- Participates and chairs remote Governing Board and Executive Committee meetings, at other times during the year as necessary.
- Leads the process for conducting the annual performance appraisal of the General Secretary.
- Willing to accompany the General Secretary periodically to visit members in the regions.

Competencies/Requirements

- ACT Alliance member nominating an individual must be in good standing (for example members that are not suspended).
- ACT Alliance member must have demonstrated engagement* in the life of the alliance.
- The individual nominee has prior experience at senior staff, management or governance level.
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- The individual nominee must be proficient in English, both spoken and written, and be able to communicate with Governing Board members and other relevant stakeholders, both in and between meetings, without the support of interpreters and must be able to read English documents.
- Female candidates who fulfil these requirements are strongly encouraged to apply.

* Engagement in the life of the alliance at a member level could include examples such as active participation in a relevant ACT Forum, implementing or funding an ACT Appeal, staff representation in Communities of Practice, Advisory Groups, Governance Bodies, hosting of events, providing secondments, etc. Engagement in the life of the Alliance at an individual level could include examples such as personal engagement in Communities of Practice, Advisory Groups, Governance Bodies, Forum Coordination, etc.