

Terms of Reference for ACT Alliance Vice-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 Vice-Moderator of ACT Alliance

The Vice-Moderator of the ACT Alliance supports and deputises for the ACT Moderator in their responsibility for leading the Governing Board of the alliance and for moderating Governing Board and Executive Committee meetings. The Vice-Moderator is one of the three Officers of the Governing Board and acts in the capacity of vice-moderator on both the Governing Board and the Executive Committee. The Vice-Moderator, together with the ACT Alliance General Secretary, can represent ACT Alliance externally as required and is a signatory of ACT Alliance.

Responsibilities of the Vice-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 sessions of the annual Governing Board and Executive Committee meetings as requested by the Moderator.
- Participates in and chairs sessions of remote Governing Board and Executive Committee meetings, as requested by the Moderator, at other times during the year as necessary.

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.
- The individual nominee has engaged* in the life of the alliance.
- 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.