

Peace Brigades International (PBI) UK Chair of Board

We are seeking an experienced and motivated Chair for our Board of Trustees to help ensure PBI UK continues on its trajectory of enhanced finances, governance and impact at a time of organisational growth and strategic evolution. This role provides a fantastic opportunity to develop experience in the management, strategy, governance, and legal obligations of an international non-governmental organisation, while contributing significantly to its impact.

The Chair will work alongside a mixture of long-standing and recently appointed Trustees with a breadth of expertise to support PBI UK's dynamic Director and staff in their human rights work. The candidate will have proven leadership, organisational and communication skills and will be driven by a desire to support those on the front lines of the global human rights and environmental movements. They will have the vision to co-build an exciting and impactful present and future for PBI UK, and the ability to transmit this to external stakeholders to enhance their engagement.

Title:	Chair of the Board of Trustees – PBI UK
Commitment:	The Chair should be able to commit to a minimum of 4 hours Board work per month. The term commitment is 2 years and is renewable once.
Working methods:	We are committed to working flexibly and currently meet every quarter in a combination of online and in-person meetings. Meeting times are flexible, to best suit our Trustees, but online meetings usually take place in the early evening, while in-person meetings are on Fridays in London. Priority may be given to applicants who are able to attend occasional other events in London without incurring expenses for accommodation. The Board of Trustees work together, and trustees are supported by other members of the Board as well as the PBI UK team.
Additional information:	Before starting the role, the Chair of the Board will need to declare any conflicts of interest or details of any previous convictions. If you would like further information about trustee roles or would like to have an informal conversation about this opportunity, please contact benleather@peacebrigades.org.uk .
Benefits:	This is a voluntary role. However, any expenses incurred in carrying out the duties of Chair will be reimbursed.
How to apply:	Please send a copy of your CV and a covering email to admin@peacebrigades.org.uk . Applications will be assessed on a rolling basis.

About us:

Peace Brigades International (PBI) is an international NGO with over 40 years' experience providing life-saving protection and support to hundreds of brave human rights defenders who face reprisals because of their activism for social justice. PBI's trademark *protective accompaniment* teams in Colombia, Honduras, Guatemala, Mexico, Nicaragua, Indonesia, Kenya and Nepal are supported by PBI's International Headquarters in Brussels, and offices elsewhere in the world, such as our UK section, which carries out high-level advocacy for improved governmental and other support for human rights defenders, as well as stronger regulation of transnational business behaviour.

- More about our international work: <https://peacebrigades.org.uk/news/itlannualreport2021>
- More about our UK strategy: <https://peacebrigades.org.uk/news/pbi-uk-launches-new-strategy>

About the Role:

As Board Chair, you will oversee the effective functioning of PBI UK's principal governance body. As well as ensuring that the Board has structures, processes and members in place to function effectively, you will also prepare and chair our quarterly meetings. You will support the Director in implementing PBI UK's strategy to support, protect and empower human rights defenders, occasionally representing the organisation in public to raise its profile and enhance its reputation. You will support and work together with PBI UK's other Trustees to ensure effective governance and financial oversight.

Responsibilities include:

Governance

- Assume guardianship of the legal and financial integrity of the organisation.
- Maintain careful oversight of any risk to reputation and/or financial standing of the organisation; and ensure risk mitigation frameworks are updated and operational.
- Receive and provide feedback on regular informal progress reports of the organisation's work and financial performance through the Director.
- Develop organisational policies, define indicators, and monitor and evaluate implementation against agreed targets.
- Liaise regularly with the Board's Finance Committee to maintain a clear overview of PBI UK's financial position and ensure full and timely financial transparency and disclosure to the Board.
- Act as final stage adjudicator for disciplinary and grievance procedures if required.

Board meetings and functioning

- Lead and maintain oversight of Board meetings – preparing agendas, chairing meetings, monitoring decisions and ensuring they are implemented.
- Together with the Board's Development Committee, mentor other Board members to fulfil their responsibilities and ensure access to training/coaching/information to enhance the overall contribution of the board.
- Develop and maintain the health of the Board by encouraging proactive and engaged Trustees.
- Annually review the Board structure, role, staff relationships and ensure implementation of any agreed changes or developments to Board functioning.

Organisational development

- Represent and speak on behalf of the Board alongside the Director at selected external events and meetings.
- Lead the Board in fostering relations with current and potential funders.
- Work with the Director to ensure that PBI UK's organisational strategy is implemented effectively and adapted as necessary.

External representation

- Represent and speak on behalf of the Board alongside the Director at selected external events and meetings.
- Act as a spokesperson in other fora as necessary.

In relation to the Director:

- Consult with Director on matters of strategy, governance, finance and HR as necessary.
- Support the Board's HR Trustee in providing oversight and support to the Director's activities in line with their job description and the organisation's strategy and policies.
- When necessary – and with the participation of other trustees – lead Board processes to appoint PBI UK Directors and Trustees, and input to their appraisal processes.

Other:

- Participate in the Board Development Committee's activities and input to other Board Committees as necessary.
- Other activities in line with the position's responsibilities.

About you

Essential	Desirable
<p>Experience of trusteeship or similar voluntary roles involving oversight and governance.</p> <p>Proven commitment to PBI UK's objectives and values and willingness to devote time to carry out responsibilities.</p> <p>Sound, independent judgement and the ability to think creatively in the context of the organisation and external environment.</p> <p>Good communication and interpersonal skills and the ability to respect the confidences of colleagues.</p> <p>Balancing tact and diplomacy with willingness to challenge and constructively criticise.</p> <p>Knowledge of human and environmental rights, including understanding of employee and volunteer well-being.</p> <p>Understanding of Diversity, Equity and Inclusion (DEI) and in adapting best practices to multiple professional contexts.</p> <p>Experience of public speaking on behalf of an organisation or cause.</p> <p>Good information management, and experience of chairing meetings, committee work and some experience of charity finance and charity fundraising.</p> <p>Proactive approach, motivated by teamwork to grow PBI and willing to mentor fellow trustees.</p>	<p>Some knowledge of PBI UK and wider PBI structure, history, principles and mandate.</p> <p>Experience in the charity sector and fundraising networks.</p> <p>Familiarity or willingness to learn about consensus-based decision making.</p> <p>Political awareness and familiarity with global issues relating to peace and human rights.</p> <p>Knowledge in Personnel, Human Resources or Employment Law, or Charity governance or charity law.</p>