**RBM Partnership to End Malaria**

**Partner Committee Co-Chair Application**

**STRATEGIC COMMUNICATIONS PARTNER COMMITTEE**

***Introduction***

The RBM Partner Committees (PCs) are intended to formalize, consolidate and amplify the Partnership priorities of advocacy, resource mobilisation, and country/regional support. The work of these Partner Committees are expected to align with the priorities outlined in the *Global Technical Strategy 2016-2030* and *Action and Investment to Defeat Malaria (AIM) 2016-2030*, as well as with the Partnership Strategy and Annual Budget and Work Plans.

The Leadership of each Partner Committee is expected to consist of two Co-Chairs - individuals nominated and selected from amongst the RBM partners - supported by a Partner Committee Manager employed by the RBM Secretariat.

***Purpose of Strategic Communications Partner Committee***

The purpose of the Strategic Communications Partner Committee (Comms-PC) is to develop and implement, in collaboration with the Partnership Management Team, communications to achieve the advocacy objectives of the Partnership. The objective of the Comms-PC is to translate the over-arching objectives of the Partnership into specific, aligned and inspirational messages that catalyse action.

***Partner Committee Co-Chair: Overall Role and Responsibilities***

* Working with the relevant Partner Committee Manager and CEO, and under guidance from the Partnership Board, develop budgets and workplans for the Partnership Board to approve. The work plan will include strategic priorities, and how results will be measured and reported to the Partnership Board.
* Work with relevant Partners, the Management Team and the Partnership Board to mobilise required finances and resources to implement PC priorities (It is envisaged that the PC workplans will not necessarily be fully funded centrally but will mobilise & leverage their own / partner resources). Convene teams as required for the execution of the agreed workplans from among the Partner Committee members, ensuring a balanced geographic representation, relevant skills and experience and capacity/time commitment.
* Working with the relevant RBM Partner Committee Manager, oversee the work of the Committee to implement the approved work plans.
* Report annually to the Partnership Board on the progress of the approved work plans, or more frequently if required by the Partnership Board.

***Partner Committee Co-Chair Time Commitment***

Co-Chairs will need to be able to commit sufficient time to this important Partnership role, enough to allow full implementation of the agreed workplans, effective coordination of the Partner Committee and attendance at relevant stakeholder meetings. Whilst this time commitment may vary according to committee needs, it is expected to constitute no less than 25% FTE.

Committee Co-Chairs are voluntary, unpaid roles, undertaken by selected individuals on behalf of the Partnership. It is, however, expected that each Committee will have some funding to support travel costs associated with their work for Partners unable to fund this themselves.

A **confirmatory letter of support for their nomination and this time commitment will be required from applicant’s employers** before appointment.

***Partner Committee Co-Chair Nomination and Selection Process***

Following the appointment of inaugural Co-Chairs for an initial term of 18 months, Co-Chairs for a full **three-year term** are now being selected through an open and transparent process in accordance with the RBM Bye-Laws.

Nominations and Self-Nominations for each of these Co-Chair roles are now being requested using the application form below. The RBM Secretariat will review nominations and submit recommendation for PC Co-Chair Selection to the full RBM Boardforapproval **in April 2018**.

***Additional Information***

Full details of the Partner Committee Terms of Reference and Partnership Bye Laws can be found at rollbackmalaria.org:

### [Roll Back Malaria Partnership Bye-Laws [in English - October 2016 update]](http://www.rollbackmalaria.org/files/files/RBM%20Bye-Laws%20v1_0%2028_09_16.pdf)

### [Roll Back Malaria Partnership Committee Terms of Reference [in English - October 2016 update]](http://www.rollbackmalaria.org/files/files/RBM%20Partner%20Committee%20TORs%20v1_0%2028_09_16.pdf)

### [RBM Partnership Committee Standard Operating Procedures (SOPs) [in English – November 2017]](https://rollbackmalaria.com/wp-content/uploads/2017/12/RBM-Partnership-PC-SOPs.pdf)

If you have any further questions or queries, please contact the RBM Secretariat at info@rollbackmalaria.com or scpc@rollbackmalaria.com.

**Partner Committee Co-Chair Application Form**

*Nomination and Self Nominations are being requested to fill these co-chair roles. Please complete the below sections in no more than 6 pages. The deadline for submission is* ***15 March 2018****, with the intention of being able to approve and announce Co-Chairs in* ***April 2018****.*

***Person Making the Nomination:***

|  |  |
| --- | --- |
| ***Name:***  |  |
| ***Current Position and Organisational Affiliation:*** |  |
| ***Contact Information:*** |  ***Email:*** |  |
| ***Telephone*** |  |

***Person Being Nominated (or Self-Nominated):***

|  |  |
| --- | --- |
| ***Name:***  |  |
| ***Current Position and Organisational Affiliation:*** |  |
| ***Location:*** |  |
| ***Contact Information:*** |  ***Email:*** |  |
| ***Telephone*** |  |

***For Persons Being Nominated by Others, has the Nominee:***

|  |  |
| --- | --- |
| 1. *Agreed to their names being put forward?*
 | Yes / No |
| 1. *Are prepared to serve as Partner Committee Co-Chair in line with the time commitments described?*
 | Yes / No /Don’t Know |
| 1. *Are prepared to submit a confirmatory letter of support from their applicant’s employers?*
 | Yes / No /Don’t Know |

***Brief Biography***

Please provide a brief summary of the Nominee’s relevant professional experience, including any involvement with the RBM Partnership to End Malaria.

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|  |

***Evidence of Nominee’s Ability to Meet General Skill Requirements***

The following general skills will be required to be demonstrated by any applicants for the position of Co-Chairs (as expressed in the RBM Bye-Laws).

Please provide evidence as to the applicant’s skills and experience against each of the stated criteria.

| ***Experience and Skills*** | ***Yes / No*** | ***Short Explanation of How Applicant Demonstrates These Skills*** |
| --- | --- | --- |
| *Excellent understanding of malaria and wider development context.* | Yes / No |  |
| *Ability to solicit input from a wide range of stakeholders and ensure that input is included in Committee discussions.*  | Yes / No |  |
| *Ability to lead and manage a diverse group of partners, ensuring that open communication is maintained and all voices are heard.*  | Yes / No |  |
| *Possession of excellent communication skills and a history of written and spoken communication related to global health.*  | Yes / No |  |
| *Ability to work effectively within a decentralised Partnership structure across different locations and time zones including with the supporting RBM Secretariat* | Yes / No |  |

***Evidence of Nominee’s Ability to Meet Strategic Communications Partner Committee Co-Chair Skill Requirements***

The following specific skills will be required to be demonstrated by any applicants for the position of Co-Chair of the Strategic Communications Partner Committee.

Please provide evidence as to the applicant’s skills and experience against each of the stated criteria.

| ***Experience and Skills*** | ***Yes / No*** | ***Short Explanation of How Applicant Demonstrates this Experience/Skills*** |
| --- | --- | --- |
| *At least 10 years’ experience leading impactful strategic communications initiatives.* | Yes / No |  |
| *At least 10 years’ experience of developing and managing multi-sector relationships and partnership coordination.* | Yes / No |  |
| *Significant experience of managing strategic media relations.* | Yes / No |  |
| *Experience of developing messaging frameworks.* | Yes / No |  |
| *A good understanding and experience of brand management and development.* | Yes / No |  |
| *Experience the development of media platforms (website, social media platforms, traditional media production, etc.)* | Yes / No |  |

***Summary***

Please provide a brief summary of why you think that the person being nominated is a suitable candidate for the position of Partnership Committee Co-Chair:

|  |
| --- |
|  |

***References***

Please provide the details of 1-2 additional references in support of the nomination.

|  |  |  |
| --- | --- | --- |
|  | **Referee 1** | **Referee 2****(Required if a self-nomination)** |
| ***Name:***  |  |  |
| ***Current Position and Organisational Affiliation:*** |  |  |
| ***Contact Information:*** |  ***Email:*** |  |  |
| ***Telephone*** |  |  |

***Submission***

Completed nomination forms should be returned to info@rollbackmalaria.com.

***Questions and Queries***

Any questions or queries should be sent to the SCPC committee at scpc@rollbackmalaria.com or the RBM Secretariat at info@rollbackmalaria.com.