Board Vice Chair under 30
Terms of Reference

1. Background

In December 2020, the governance reform paper ‘Harnessing the Power of Partnership’ was approved by the PMNCH Board. The paper was the culmination of extensive governance restructuring work and marked a new beginning for PMNCH. In particular, meaningful adolescent and youth engagement (MAYE) took centre stage by ensuring that adolescent and youth voices are meaningfully represented across all PMNCH’s governance structures, including leadership and membership and decision-making processes.

Within this context, an ambitious three phased operational plan of the governance reform was implemented in February 2021. The following key decisions were made to ensure that adolescent and youth engagement in PMNCH is implemented in a strong and meaningful manner.

- **Constituency Leadership**: in addition to the Constituency Chair, the Constituency can elect two Vice Chairs, one of which should be a young person (i.e., under 30 years old). In addition, the Constituency Secretary can also be a young person, if the Vice Chair is not.
- **Standing Committee and Working Group Leadership**: these five structures each have a Vice Chair who is under the age of 30.
- **Board**: third Vice Chair of the Board be established for a young person (under 30).

To foster meaningful adolescent and youth engagement (in line with Global Consensus Statement on Meaningful Adolescent and Youth Engagement), it is recommended that Terms of Reference for the Board Vice Chair under 30 are developed and made explicit, and that they are also member of the extended Adolescent and Youth Constituency (AYC) Leadership Group. To this end, the following proposed Terms of Reference (ToR) have been developed, which delineate the responsibilities, tasks and operandi modus associated with these governance positions.

2. Responsibilities and tasks of the Board

The Board is the highest governance body in PMNCH and is responsible for providing strategic direction on WCAH and positioning PMNCH given its mandate, as well as overseeing the Executive Committee.

**Responsibilities of the Board:**
- Provide strategic direction on WCAH for PMNCH;
- Reviews reports from EC on implementation of the 2021-2025 Strategy, and provides overall strategic direction for PMNCH focus and work.
- Represents PMNCH at the most senior level to help deliver the objectives of PMNCH by acting as a council of high-level executive champions for PMNCH, and WCAH issues more broadly, advocating on specific issues in line with the PMNCH Strategy and PMNCH Calls for Action.
- Brings and keeps the Partnership together, developing a unifying culture and ensuring that all Constituencies are engaged and have the opportunity to contribute to the delivery of PMNCH’s Strategy.
3. Responsibilities and tasks of the Board Vice Chair under 30

The overall objective of the ToRs is to ensure that mechanisms are in place to:

1. Allow diverse adolescent and youth voices to be heard within the highest governance structure of PMNCH, by ensuring that issues pertaining to adolescents and youth are given adequate visibility and attention resulting in action;
2. Ensure that meaningful adolescent and youth engagement is being implemented effectively by acting as a link between the Board and the Youth Leaders in all standing committees / working groups and the broader AYC Leadership Group.

More specially, the Board Vice Chair under 30 will be expected to:

- Provide visionary and strategic thinking aligned with the Board’s mandate, especially as it pertains to AY issues (issues may include: Call to Action for Adolescents; Evidence BMJ series on Adolescent Well-Being, UN SDG Summit in 2023 etc.)
- Ensure meaningful youth engagement in PMNCH’s work by systematically working with other AY leaders in all standing committees/working groups and constituencies to ensure meaningful operationalization of MAYE in PMNCH.
- Work with other global AY leaders and influencers to promote issues, including MAYE, the Call to Action for Adolescents, the UN SDG Summit in 2023 etc.
- Oversee the operationalization of these AY issues through the AYC Leadership Group, the extended AYC Leadership Group and the AYC;
- Attend Board meetings and Board Leadership meetings, as well as fulfil tasks delegated by the Board Chair (e.g. chairing parts of Board meetings, representing the PMNCH Board at global meetings, etc.)
- Attend an AYC Leadership Group meeting every month to provide updates on the Board discussions, learn and bring AY issues back to the Board Leadership and membership. Specifically, they will be required to submit a one paragraph summary each month to the AYC Leadership Group
- Attend training / mentorship programmes as and when needed to ensure capacity building

4. Time commitment and compensation

The Board Vice Chair under 30 will have a three-year term. They will be compensated at the rate of USD 200 per day with a time commitment of up to 24 days a year (2 days per month). The compensation will be provided every six months on submission of a report and an invoice, both of which will be subject to the procedures outlined in the ‘Guidelines on recognising value, contribution and remuneration of young people engaged by PMNCH’.

5. Communications and reporting:

The Board Vice Chair under 30 will be delegated responsibilities by the Board Chair as seen fit and they will, similar to the other Board Vice Chairs, report to the Board Chair. The Board Vice Chair under 30 will be supported in their role by the AYC, specifically through information sharing of the AY issues and workplan, and by the PMNCH Secretariat. The PMNCH Secretariat will assist the

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1 The term may end earlier if the Board Vice Chair turns 30. In that case, a new nomination process will be initiated.
Board Vice Chair under 30 in any logistics and operational needs, as well as provide training and mentorship programmes as and when needed.