

## CHARTER

### **Purpose:**

The Advisory Board of Migrant Workers Voice Organization is established to provide strategic guidance and advice to the board of directors and senior management. The Advisory Board shall not have legal authority to make decisions.

### **Roles and Responsibilities:**

#### **Strategic Guidance:**

Provide expert advice on industry trends, market conditions, and business strategies to help the organization make informed decisions.

#### **Networking and Partnerships:**

Leverage networks to potential collaborators, investors, and partners.

#### **Industry Expertise:**

Bring critical domain knowledge and industry-specific insights to the table, ensuring the organization remains agile and responsive to its stakeholders.

#### **Accountability and Risk Management:**

Collaborate with the board of directors and senior management to identify and mitigate potential risks, ensuring the organization's success.

#### **Fundraising and Resource Development:**

Assist in fundraising efforts by identifying potential donors, sponsors, and partners, and helping to develop strategies for securing resources.

#### **Migrant Workers' International Activities:**

Participate in international events, conferences, and workshops to promote the organization's mission and goals, and to build relationships with international partners and stakeholders.

#### **Research and Analysis:**

To do research and analysis on industry trends, market conditions, and best practices, providing valuable insights to the organization.

#### **Mentorship and Coaching:**

Provide guidance and mentorship to the organization's leadership and staff, helping them develop their skills and expertise.

#### **Communication and Advocacy:**

Serve as ambassadors for the organization, communicating its mission and goals to stakeholders, and advocating for the rights and interests of migrant workers.

#### **Evaluation and Feedback:**

Provide regular feedback and evaluation on the organization's performance, helping to identify areas for improvement and suggesting strategies for growth and development.

### **Terms of Reference (TORs):**

### **Membership:**

The Advisory Board shall consist of 7 members, appointed by the board of directors for a term of 2 years renewable for an additional term, with at least an academic background in the following areas, law, research, finance and accounting, project planning and management, proposal writing, international relations and diplomacy, human rights. And the CEO/ ED will act as a go between the advisory board and the board of directors who remains as an ex-official with a non-voting right as well as a secretary to the advisory board.

### **Meetings:**

The Advisory Board shall meet virtually or physically at least twice a year, with additional meetings as needed and the interim chairman shall move the proposal for the next AB Meeting and a decision shall be made by consensus among the sitting members of the AB. The interim chairperson shall be identified by the appointing committee of the board of directors who will conduct a vote of his committee comprised of the treasurer, vice chairperson, mobiliser, and the ED becomes the secretary with the secretary without voting right while the following chairpersons after the interim chair will be got by vote among the appointed advisory board members at the outset of each meeting. The secretary (ED) remains constant until his tenure guarantees the exit.

### **Conflict of Interest:**

Advisory Board members shall disclose any potential conflicts of interest and recuse themselves from discussions and decisions related to such conflicts.

### **Remuneration:**

Advisory Board members shall not receive remuneration for their services, but may be reimbursed for reasonable expenses incurred in the performance of their duties as approved in advance by the board of directors.

### **Amendments:**

This charter may be amended by the board of directors, with the approval of the Advisory Board.

### **Effective Date:**

This charter shall be effective as of the date of its adoption by the board of directors.

### **Termination:**

This charter shall terminate upon the dissolution of the organization.

### **Expectations:**

1. **Attendance:** Attend Advisory Board meetings regularly and participate in discussions.
2. **Preparation:** Prepare for meetings by reviewing relevant materials and coming prepared to discuss key issues.
3. **Communication:** Communicate regularly with the organization, providing updates on your activities and any issues that may arise through the CEO/ ED who is the liaisons officer between the Advisory Board and the Board of Directors.
4. **Confidentiality:** advisory board members shall maintain confidentiality regarding all the information of the organisation.

**Term of Appointment:**

The term of appointment for Advisory Board members is two years.

**Acceptance:**

I ..... accept the terms outlined in this document as adopted by the board of directors, and agree to fulfill the responsibilities and expectations outlined above.

**Signature:**

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**Date:**

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**Administration:**

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**Date:**

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