



NETWORK OF ASIA & PACIFIC PRODUCERS

CALL FOR INDEPENDENT BOARD MEMBER

Introduction

Fairtrade changes the way trade works through better prices, decent working conditions and a fairer deal for farmers and workers in developing countries. By choosing Fairtrade products, people can create change through their everyday actions, and farming communities can improve their lives and invest in their future.

As a global grassroots movement and the owner of the most trusted ethical mark, we seek to be at the cutting edge of reforming global trade in favour of justice, unlocking the power of disadvantaged producers and workers.

For the past 25 years, we have taken the vision of the pioneering fair traders to the wider public, directly reaching over 1.5 million smallholders and workers. The model has been shown to work; now we need to take it wider.

Fairtrade's Strategy 2016 – 2020 focuses on the following areas:

- Building Benefits for Producers
- Deepening Impact through Programmes and Services
- Building Fairtrade Markets
- Influencing Government Policies
- Building a Strong Global System

The international Fairtrade system includes three producer networks, 28 Fairtrade organizations, Fairtrade International, and FLOCERT, the independent certification body of the global Fairtrade system.

The FI members include the three producer networks, and 20 of the Fairtrade organizations. They developed the Fairtrade labelling model and are responsible for decision making within Fairtrade International. The 28 Fairtrade organizations around the world produce or promote products that carry the FAIRTRADE Mark.

The Product Network NAPP is the registered Body as per Hong Kong Laws, multi stakeholder body that is responsible for the strategic direction of Fairtrade, sets Fairtrade Standards and supports producers. The board has 16 current elected board members. It is headquartered /Central Office in Bangalore, INDIA but works through staff and consultants located around the Asia & Pacific where our producer organisations are located.

We have an ambitious strategy for transforming the way we work and scaling up the impact of our work and our Board of Directors has a vital role in ensuring we achieve these aims.

Currently the Board of Directors of NAPP-HONG KONG has a vacant position for an Independent Board Member, preferably with strong competencies in governance.

The Role of the NAPP Board

The Board of NAPP is the governing body of the organization of Network of Asia and Pacific Producers and as such is responsible for the management of the Central Office and strategic guidance of the organization. The Board's primary role is to develop long-term directions and goals for the NAPP and for the NAPP Central Office, based on the mission of NAPP which is to to serve as an organ of representation, coordination, exchange and collaboration for the empowerment of small scale farmers and farm workers from Asia and the Pacific within the framework of Fairtrade certification. To facilitate the incorporation of more producers to be able to join the Fairtrade movement in Asia and the Pacific through



an existing wide range of products and services and to ensure that Asian and Pacific realities and conditions are taken into account while setting Fairtrade Standards without compromising on the basic principles of Fairtrade.

Currently the NAPP Board consist of 16 members, each from nominations made by Producer Organisations and selection thru General Assembly Election 2018 and one independent member from recommendations made by the Nominations Committee (NC). The Nominations Committee shall make through the Board a recommendation for independent members identified externally through a process overseen by the Nominations Committee. This process shall include a public call for candidates and an objective evaluation of applications, including an interview, based on the competencies desired.

This competency framework comprises three elements:

1. **Threshold competencies:** The minimum generic professional knowledge and skills that should be desired of **all** Board members.
2. **Differentiating competencies:** Specific areas of experience in which **at least one** Board member should be able to demonstrate a high level of proficiency and success.
3. **Personal characteristics** and behaviours to be demonstrated by **all** Board members

In addition to the competencies listed above every Board member must be able to travel to Asia Country to take part in physical Board meetings

The NAPP Board aims to hold three physical sessions a year with additional virtual meetings as necessary. Meetings are generally held over two days to make the best use of time for people coming from long distances. All Board members are also asked to be involved in sub-committees and other groups that meet between Board meetings although these are held mainly by teleconference. It is expected that Board Members will contribute an average of 5 days per month

Board positions in NAPP carry no remuneration but travel and other out-of-pocket expenses are reimbursed. In return for your contribution, we offer the chance to work with and on behalf of people who are passionate in their commitment to our mission and are constantly inspiring in their energy and creativity to overcome hardship and achieve positive change.

[For more information about the composition of our Board please refer to our web-site:](#)

Role of Individual Board Members

Each Board Member is responsible for the overall governance of NAPP within the Board framework. Each Board Member has an individual responsibility to the Board to ensure that the Board is fulfilling its responsibilities, which are outlined in section 3 of this document.

Board Member's responsibilities include:

- Attending Board meetings which will be held at least three times per year;
- Being familiar with and providing a perspective, in a timely fashion, on Board matters including Board papers, contribution to Board papers and meetings, and on issues which arise between Board meetings;
- Contributing the Board Member's particular expertise, experience and skill to NAPP;
- Participating in the working of ad hoc and standing committees as required and appropriate to the Board Member's expertise;
- Informing themselves and understanding the legal implications of being a Board Member of NAPP;

- Encouraging and supporting the other Board Members and the staff of NAPP;
- Promotion of NAPP at any opportunity;
- Hosting, arranging and attending donor and publicity events for NAPP when near the Board Member's residence or associated with a Board meeting;
- Establishing and maintaining significant contacts for the benefit of NAPP in the Board Member's areas of activity and interest.

Person specification:

1. Threshold competencies: The minimum generic professional knowledge and skills that should be desired of **all** Board members

- Understanding of Fairtrade's rationale including the context of its mission in global trade and sustainable development, its principles, model of operation and the different perspectives of key stakeholders in the Fairtrade movement including small farmers and their organisations, workers and trade unions, development NGO's, business, funding bodies and government institutions.
- Sound business awareness and judgement whether from a commercial, social enterprise or not-for-profits perspective.
- High level of financial literacy sufficient to ensure Board oversight of adequate resourcing of Fairtrade's strategy through development of different revenue streams and control of costs.
- Good understanding of English (while at the same time a dominance of native English speakers on the Board shall be avoided and a diversity of native languages assured).
- Knowledge of good governance practice.
- Record of success in providing leadership and strategic direction and driving achievement.

2. Differentiating competencies: Specific areas of experience in which **at least one** Board member should be able to demonstrate a high level of proficiency and success.

a) Policy:

- The government-level policy environment in which Fairtrade operates and the role of advocacy and campaigning for change.
- Agriculture, with a focus on organising smallholders to improve agricultural practice and environmental sustainability in the smallholder sector.
- Labour rights issues and the trade union movement in sectors relevant to Fairtrade.
- Development sector experience and knowledge about impact assessment.

b) Business Operations:

- Trading, processing and supply chain management knowledge of agricultural commodities relevant to Fairtrade.
- Knowledge about Alternative Trade Organisations (ATO) and their environment.
- International consumer marketing with a focus on mainstream retailing and supply chain operations relevant to Fairtrade.
- Developing and maintaining a competitive market proposition and building consumer engagement and trust through branding and communications.
- Key trends and best practice in standards and certification schemes.

c) Resourcing:

- High level of financial acumen with experience of overseeing financial planning, accounting, reporting and control procedures in organisations of similar scale and complexity to Fairtrade
- Large-scale fundraising from public and private sources.
- Human resources knowledge and experience of organisational change on people and structures and encouragement of learning and teamwork.

d) Governance

- Understanding of best practice in governance and the legal framework in which Fairtrade operates.
- Legal skills with an understanding of German law.

e) Languages

- Knowledge of the main languages used in countries where Fairtrade products are produced and in which Fairtrade standards are published, namely English.

3. Personal characteristics and behaviours to be demonstrated by all Board members

- Respects and internalizes the principles of accountability
- Makes informed judgment
- Listens actively with an open mind
- Participates in debate, providing relevant comments
- Speaks own mind candidly but respectfully
- Demonstrates initiative and insightfulness
- Thinks both logically and creatively
- Makes decisions independently
- Advises from own experience base
- Teams with others, forming collaborative relationships with other Board members and, where appropriate, providing guidance and advice to staff

Selection process

- **Deadline for submission of Nomination is January 30th, 2019, IST 12.00 hrs**
- **Deadline for online interview and shortlist of candidates Between 10th Feb to 25th Feb 2019**
- The Nominations Committee of the Board will evaluate all applications interview online (**Go to Meeting or Skype etc**), shortlist candidates and will make a recommendation on the appointment of Hired labour worker Board position in time next Board Meeting to ratify this decision at its meeting in April 2019.
- All board members can vote for the independent position if more than one nomination is received.
- The Committee shall make available ballot papers containing names of the candidates in which voters will place an X mark in the box against the preferred candidate's name/ symbol.
- **The Board of directors will vote** for the shortlisted candidates recommended by nomination committee and it shall be by secret ballot.
- Counting of votes shall start immediately after the end of the voting period. The Committee will conduct the process.
- The Nominations Committee shall submit the results of the election and announce the results at to the board member, which is scheduled to follow the closing of the ballot process, and the counting of the votes.
- All ballots cast will be under the custody of the Nominations Committee until the results are out after which they will be destroyed.
- Please apply by email only, in English, with Curriculum Vitae and self motivation letter to nominations@fairtradenapp.org , citing *Independent Board Member* in the subject line
- Please also fill out the self-assessment form in the annex, with your self-assessment of your knowledge, skills and experience against the competencies listed above and provide examples.

Candidates from European Countries are especially encouraged to apply