



OXFAM INTERNATIONAL BOARD MEMBER

Appointment Details Brochure

JULY 2024



OXFAM

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ABOUT OXFAM



Oxfam Humanitarian staff speaking to Abdalla Dullow, a community member displaced by floods in Baraka Village, Garissa County. Photo credit: Peter Irungu/Oxfam

WHO WE ARE

Oxfam began as a non-profit organization in 1942. We are now a global movement of people, working together to fight inequality and end poverty and injustice. We are a confederation (groups united in an alliance) that includes affiliates, or member organizations, each one an independent body contributing to achieve Oxfam's shared goals under the [Global Strategic Framework 2020-30](#). The confederation includes [21 affiliates](#) and three (03) 'prospective affiliates' (organizations on their way to full affiliation.)

As part of our commitment to global balance and to developing Oxfam as a diversified network, we are working to grow the number of Oxfam affiliates in the Global South over the coming years.

As of 31 March 2023, we are present in 81 countries across the world, collaborating and implementing programs with thousands of partners and allies. And together we campaign for genuine, long-lasting change.

WHAT WE DO

Everyone has the right to a just and sustainable world in which they can thrive.

But billions are still trapped in poverty and injustice. Today's economic models have failed the world. Unjust systems have concentrated power in the hands of a few, at the expense of the world's poorest and most marginalized. Extractive economies have exacerbated a climate crisis that is destroying millions of lives and livelihoods. Entrenched systems such as patriarchy, sexism, caste, and racism sustain the multiple and inter-linked forms of inequality that are the root cause of poverty and injustice. Those who live on the margins of society are the ones who suffer most as a result.

At Oxfam we respond to emergencies and advocate for people in crisis, partnering with local organizations to deliver essentials and help rebuild communities. We work with activists and partners to fight poverty and injustice. We campaign for economic, gender, climate justice and accountable governance, striving for sustainable growth and transformation. **We fight for a future that is equal, just and fair** – one in which people have more equal opportunities and rights, and one in which we can all flourish, not just survive.

We work in accordance with constitutional aims to relieve poverty and suffering and combat distress in any part of the world regardless of race, gender, creed or political beliefs. We protect lives and livelihoods when disaster strikes. **We tackle not just the symptoms but the systems of inequality.**

HOW WE WORK

We believe in the power of people. Millions are already mobilizing. Even where they live

in need, crisis or poverty, people have the courage to hold those in power to account for their actions. They are the changemakers who will win the fight against inequality. They are the ones who will beat poverty and injustice. We will offer them support to help relieve their suffering, and act together to transform lives and create change that lasts.

We believe all lives are equal. No-one should be discriminated against or live in poverty. We will empower communities to build better lives for themselves and continue direct assistance and relief to people in need, above all in countries in the South, so they can live with dignity.

But for change to be sustainable, it must be systemic. We know that the inequalities that drive poverty and injustice are complex and interwoven. To transform the systems that perpetuate them, we will adopt a multi-dimensional approach and apply a feminist lens to all our analysis and action.

Our full [strategic framework](#) sets out our commitment, over the next decade, to a just and sustainable future – knowing that how we work is as important as what we work on.

SAFEGUARDING

At Oxfam we are committed to the prevention of all forms of abuse and responding to all safeguarding concerns or allegations that come to our attention.

To support this, we have established a [confederation-wide Safeguarding Network](#).

Under the strategic direction of Oxfam International, this network leads on the development of confederation wide safeguarding policies, procedures, tools, standards and training materials, and coordinates, aligns and ensures the consistent delivery of Oxfam's safeguarding commitments across our global operations.

In 2022–23 we continued to strengthen and consolidate prevention and enhancement of

safeguarding policies, procedures and systems. A primary focus was capacity-building for our 'safeguarding focal points' in Oxfam affiliates; these staff help us strive for safeguarding best practice, and act as a first point of contact for people to raise concerns.

In 2022 we delivered face-to-face regional workshops for the focal points and rolled out an online training package. We also made a safeguarding course available for administrative and facilities staff, volunteers and partners. Regional 'communities of practice' groups enable staff to share insights and experiences.



Members of a women's group celebrate the success of their garlic project. Oxfam and partner NEEDS provided technical assistance for the project and supported the women's group with trainings. The women have led efforts to reduce disaster risks and bring essential services to their community. Photo credit: ©Elizabeth Stevens/Oxfam

WHERE OXFAM WORKS

COUNTRY PROGRAM

CLUSTER PROGRAM

LEGACY PROGRAM

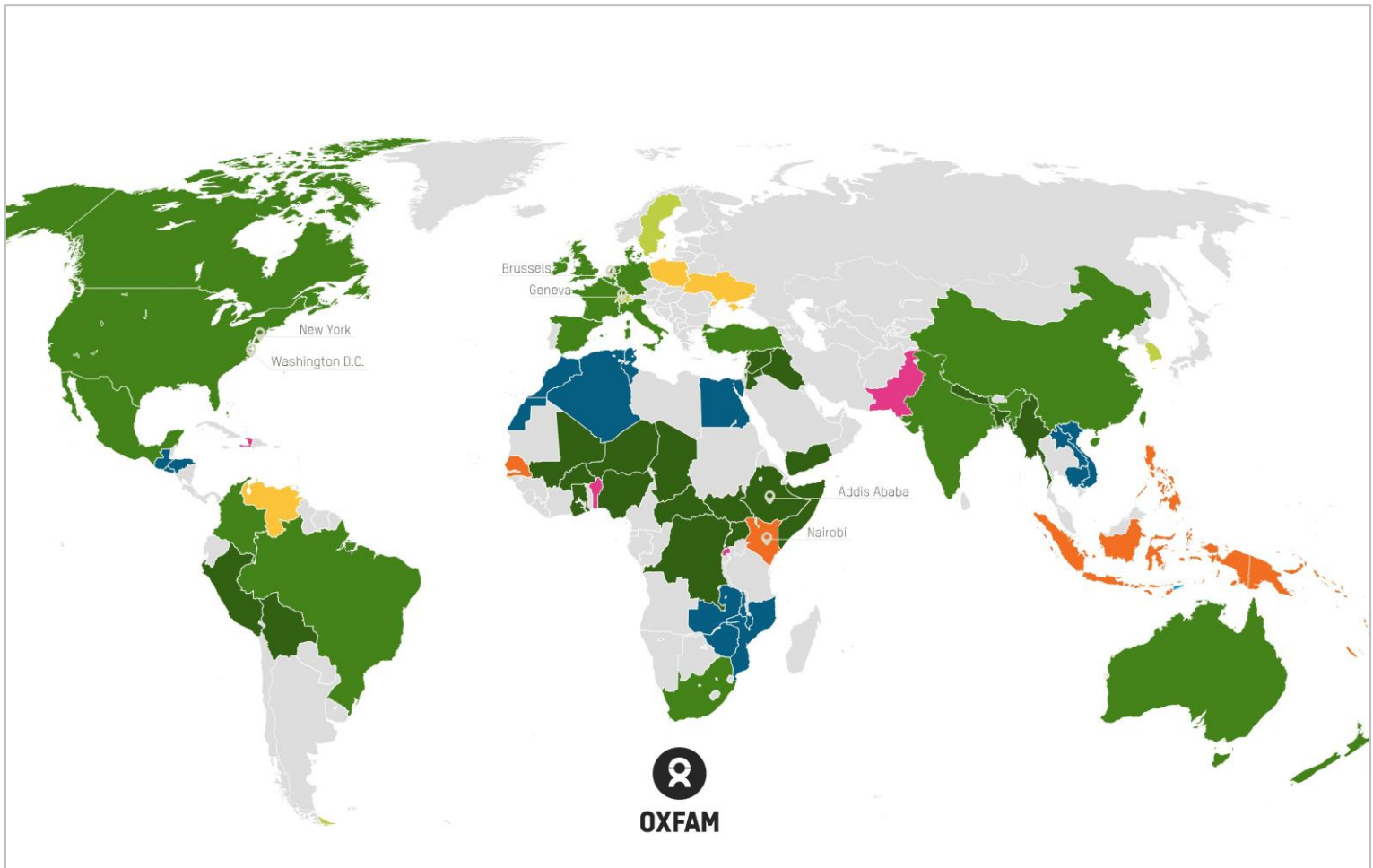
AFFILIATION COUNTRY

AFFILIATE

EMERGENCY RESPONSE

PUBLIC ENGAGEMENT OFFICE

OXFAM INTERNATIONAL HEAD OFFICE AND ADVOCACY OFFICE



Diversified network overview where Oxfam works, Photo credit: Oxfam International

Teso Katelo, one of the program participants of the water infrastructure and cash assistance in Marsabit walks home after buying some supplies from the shop with Oxfam's cash assistance.

"I cannot remember the last time I actually had to walk a long distance in search of water. We would walk for almost 14 kms both ways and now it is as easy as sending our children to fetch water before they leave for school. The fact that our children do not have to spend a whole day away doing chores is a good thing" Teso Katelo.

Photo credit: Mark Wahwai/Oxfam



OUR GOVERNANCE



Linga Mihowa (Oxfam Malawi Country Director) at cash distribution event following Cyclone Freddy in Phalombe southern Malawi on Friday 24 March 2023. Photo credit: Thoko Chikondi / Oxfam

Oxfam’s global governance structure consists of an international Board and a multi-stakeholder Assembly, with ‘Affiliate Business Meetings’ convened as required. This architecture has emerged from an extensive reform process initiated in 2017 to reflect our continued commitment to strengthening global balance, and to bring diversity of voice and feminist leadership to our governing bodies. It was driven by the desire to strengthen accountability and transparency and to become a more relevant, resilient and impactful organization into the future.

The **Oxfam International (‘OI’) Board** – comprised of 11 members, 5 of whom are

‘Independent’ (i.e. have no other concurrent formal affiliation with Oxfam) – exercises oversight, provides foresight and generates insight for Oxfam’s global governance arrangement to be trusted and legitimate. It oversees strategy, global risk and the Oxfam International Secretariat; prepares policies with global application; recommends admission, suspension or expulsion of Affiliates; and decides on the use of agreed Affiliate contributions. To enable the delivery of its mandate, the Board has set up 3 Committees: Strategy Implementation Oversight; Finance, Risk and Audit; and Governance and Nominations.

The **OI Assembly** – comprised of

Affiliate Delegates and external Stakeholder Delegates – has a mandate focused on global strategy; the profile and membership of the OI Board; and OI general principles and frameworks.

Affiliate Business Meetings – comprised of Representatives of Affiliates – are convened as needed where decisions are required with regards to constitutional amendments; affiliation; protection of the OI brand; and Affiliate contributions to the global organization.

For more information about Oxfam’s governance please refer to our latest Trustees report [here](#).

ABOUT OXFAM INTERNATIONAL SECRETARIAT

The Oxfam International Secretariat (OIS), formed in 1995, agrees on priorities and shared aims, and supports collaboration in the confederation to maximize efficiency, impact, and global reach.

The Secretariat manages Oxfam's global influencing and campaigning agenda, along with country, cluster and regional development programs, supported by our country and cluster offices. OIS also manages the Global Humanitarian Team (GHT), which provides and develops technical support across the confederation and works in partnership with local civil society organizations on humanitarian responses to emergencies worldwide.

The Secretariat is headquartered in Nairobi, where it is registered under a Host Country Agreement with the Government of Kenya. It is also registered as a foundation (Stichting) in the Netherlands and as an overseas company limited by guarantee in the United Kingdom.

The Secretariat has offices in strategic locations around the world that work to influence decision-makers to ensure their policies have a far-reaching, positive impact on those most in need. The OIS is led by the Oxfam International Executive Director and their Executive Leadership Team, and is organized in four departments:

- **Operations** – Finance, Risk, Human Resources, Safeguarding, IT, Business Support
- **Global Programs** – Countries and Regions (including Pan Africa Program), Global Humanitarian Team, Knowledge for Impact, Programs Change & Learning,

Institutional Fundraising, Global Security

- **Advocacy, Campaigns and Engagement** – Advocacy and Campaigns, Brand and Communications, Digital Strategy, Public Fundraising, Executive Strategy & Communications, Private Sector Engagement.
- **Strategy and Feminist Futures** – Strategy, Governance, Confederation Development and Gender Justice

The **OI Executive Directors Forum [EDF]** offers strategic, operational and ethical feminist leadership to the global organization to help it collectively deliver impact as One Oxfam. The EDF is convened and chaired by the OI Executive Director and composed of the Executive Directors of all Oxfam Affiliates and the OI Executive Leadership Team. The Forum:

- Ensures collective ownership, coherence and effectiveness in the implementation of Oxfam's Global Strategic Framework and associated strategies, policies and programs;
- Generates the management information required by the global governance bodies to effectively exercise their mandates; and
- Offers a space for peer learning, exchange and mutual accountability.

Note for clarity: 'Oxfam International Secretariat' refers to the coordination and management office of Oxfam International. 'Oxfam International' refers to the global confederation of Oxfam.

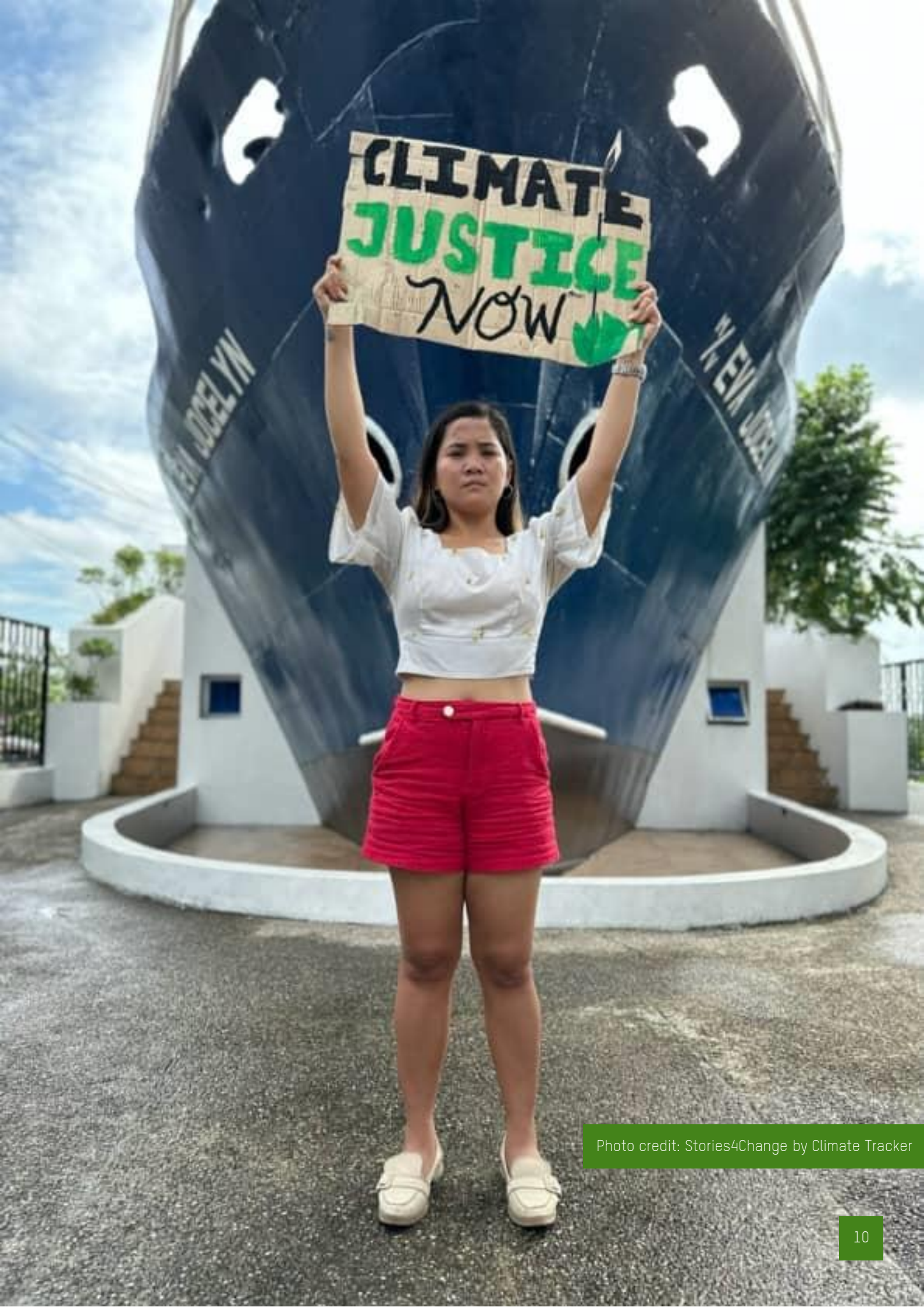


Photo credit: Stories4Change by Climate Tracker

ROLE DESCRIPTION



Tahera (left), Hamida (center), and Samina Begum at the food bank. Oxfam partner SKS supports food banks and other disaster risk reduction projects in Gaibandha, Bangladesh. Photo credit: ©Elizabeth Stevens/Oxfam

Oxfam International (OI) is seeking to recruit two visionary Board members excited about contributing to Oxfam’s vision and mission.

These roles are independent members of the OI Board, meaning that the members must not be or have recently been an employee or member of any governance body of any Oxfam entity. The minimum cooling off period for any such relationship with an Oxfam entity is three (03) years (at time of appointment).

This is a voluntary role (non-remunerated) with eligible expenses reimbursed in line with OI financial policies.

TIME COMMITMENT

Board members are expected to have sufficient time available to execute the responsibilities of this role.

Board members are expected to attend at least four Board meetings a year and to participate in Board Committees that meet virtually at least every quarter. The level of commitment required will be 15-20 days per year, with the expectation for a more significant time commitment during a supported induction period.

Travel for Board or other global governance meetings, might be required occasionally. However, most global governance meetings are in principle held virtually. Board members participate from all around the world, so virtual meetings are scheduled sensitively to accommodate timezones. Members are expected to be flexible to join meetings outside normal working hours so that this is shared equitably among all Board members.

RESPONSIBILITIES

OI seeks to appoint Board members who will offer strategic leadership and critical guidance as the organization continues to transform itself to remain relevant, resilient and impactful into the future by being locally rooted, globally balanced and achieving impact as One Oxfam

Each Board member participates in the tasks, duties and responsibilities of the Board, which include:

- Propose a global strategy for Oxfam, for the approval of the Assembly. Oversee the implementation of that global strategy.
- Decide on the allocation and use of the global budget, contributed by affiliates, for collective work by the Oxfam confederation.
- Approve and monitor the implementation of Oxfam's global operational plan (including for the OI Secretariat).
- Oversee the OI Secretariat. Appoint, appraise, dismiss and hold to account the OI Executive Director.
- Monitor agreements that Oxfam has entered into as a global organisation.
- Prepare policies that are applicable to the whole of Oxfam globally.
- Oversee global and OI Secretariat risk management and internal control frameworks
- Make recommendations on the admission of new affiliates to the Oxfam Confederation and, where necessary, expulsion of affiliates.

Board members are expected to participate in at least one OI Board Committee; their further responsibilities would be determined by the members' decisions on which Committee(s) to join. These would be clearly articulated and shared with members as part of their onboarding. Further information on this and the Board's responsibilities are available in the [OI Constitution](#) and [Rules of Procedure](#).

APPOINTMENT AND TERM

Board members are appointed by the Oxfam International (OI) Board with the appointment subject to approval by the OI Assembly. A member may serve up to three terms of three years each.

PERSON SPECIFICATION



Oxfam Staff members of KEDV discussing matters to efficiently coordinate the emergency support in the camp.
Photo credit: Delizia Flaccavento/Oxfam

EXPERIENCE, KNOWLEDGE & COMPETENCIES

The Board member will bring a strategic vision and a sound understanding of the international development and humanitarian sector.

The Board member will demonstrate a deep understanding, commitment to and experience of organizational transformation, shifting power in decision-making, decolonization and localization.

Demonstrating a proven and deep commitment to Oxfam's vision, mission and values, they will impart a compelling vision for the realization of OI's ambition to fight inequality and promote social justice across regions.

A courageous leader with a strong alignment to Oxfam's values and core

principles, with experience in the governance of complex global organizations, the Board member will act as a trusted source of support and counsel.

They will be expected to hold the highest standards of transparency, accountability, and performance with a commitment to creating lasting impact driven by the values of social justice.

The Board member will have demonstrated their commitment to diversity, equity, and inclusion, promoting intersectional approaches to social justice and to fighting inequality wherever it occurs.

ESSENTIAL PERSONAL ATTRIBUTES

All members of the OI Board must demonstrate:

- commitment to Oxfam’s global vision, mission, values and feminist principles;
- global awareness and a passion for the fight for social justice;
- critical thinking, analytical skills and good judgment;
- integrity, independence and commitment to high standards of excellence and ethics;
- self-awareness, an open listening mindset and the ability to identify and challenge blind spots and assumptions;
- humility, collegiality and a commitment to team collaboration
- willingness to contribute personal expertise in collectively with people from diverse backgrounds in the best interest of the global organization;
- commitment to devoting the necessary time and effort to discharge their duties as a member of the Board;
- sufficient knowledge of English to read Board documents and participate in discussions.

AREAS OF EXPERTISE

The Board member should bring expertise in one or several of the following areas.

- **Governance.** Sound understanding and experience of contemporary governance through relevant experience in the private, public or voluntary sector, including work with Boards.

- **Finance and Risk.** Sound understanding of and experience in overseeing the issues of finance and risk in complex global organisations.
- **Change management and organizational transformation.** Experience in leading/advising on transformational systems change at an organizational level in complex global organizations.
- **Activism.** Experience in grassroots campaigning, alliance building and collective advocacy (with a focus on young people, feminist networks and social justice movements).
- **Influencing.** Extensive networks with strategic understanding and experience of collective advocacy at a regional and/or global level.
- **Feminist leadership.** Proven expertise and leadership on gender justice and feminist principles.
- **Sustainable development and humanitarian action.** In-depth understanding of trends, debates and changing paradigms in the development and humanitarian sector.
- **System change.** Expertise in areas in which Oxfam is seeking transformational system change: just economies, gender justice, climate justice and accountable governance.

FEMINIST LEADERSHIP & VALUES

More importantly, every individual at Oxfam International Secretariat needs to be able to:-

- Live our values of: **INCLUSION, ACCOUNTABILITY, EMPOWERMENT, COURAGE, SOLIDARITY AND EQUALITY;**
- Ensure you commit to our **ORGANIZATIONAL ATTRIBUTES** (including adhering to the Code of Conduct:
 1. Be committed to our feminist principles, and to applying them in your [role as a Board member](#). Be ready to keep learning, with accountability to those who experience oppression as a result of their identities, such as their gender, race/ethnicity, disability, class, or LGBTQIA identity.
 2. Be committed to undertaking Oxfam’s safeguarding training and adhering to relevant policies, to ensure all people who come into Oxfam are as safe as possible.



Hodan Mohamad Warsame, Public Health/Civil Engineer with Oxfam Somalia. Of Somali nationality, she works at the Burao base on water and sanitation projects. Photo credit: Pablo Tosco/Oxfam Intermón.

HOW TO APPLY

Oxfam International is being supported by Red Sea Executive Search for this appointment.

To apply, please submit a CV and covering letter detailing how you fulfil the role description and personal specification via Red Sea's website at the following link:

<https://www.redseasearch.com/job/board-member/>

Please name your submitted files with the following reference: OI_Board

Should you wish to have an informal conversation prior to submitting an application please email Tim Wingrove via applications@redseasearch.com

Our ambition to further develop the Oxfam confederation as a diverse network of inter-dependent organizations is grounded in our commitment to global balance and diversity of experience and perspective. Candidates from across the globe are encouraged to apply.

RECRUITMENT TIMELINE

CLOSING DATE: 23rd August 2024

OXFAM INTERVIEWS: 2-6th September 2024

COMMITMENT TO DIVERSITY AND INCLUSION

Oxfam International welcomes diversity in all its expressions. OI particularly encourages candidates from gender diverse backgrounds and from the Global South to ensure a balanced representation on our Board

OXFAM'S COMMITMENT TO SAFEGUARDING

Oxfam expects Board Members to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

All appointments will be subject to satisfactory references and may be subject to appropriate screening checks, which can include criminal records and terrorism finance checks. Oxfam International Secretariat also participates in the Inter Agency Misconduct Disclosure Scheme. In line with this Scheme, if an applicant has any previous or current association with another member of the scheme, we will request information from that organization about any findings of sexual exploitation, sexual abuse and/or sexual harassment during employment or association with that organization, or incidents under investigation when the applicant ceased employment or association. By submitting an application, the applicant confirms their understanding of these recruitment procedures.

DATA PROTECTION: Red Sea takes our responsibility towards protecting your personal data very seriously. The data you provide is processed in line with relevant data protection legislation. For the purposes of this recruitment, and as defined under the General Data Protection Regulation (GDPR), Red Sea is defined as the Data Controller.

ACCESSIBILITY: Should you require access to information regarding the role and the recruitment process in a different format please email applications@redseasearch.com

Sone was a former middle person buying fish from fisher people in her village and selling to external buyers. Since the dam construction, she has turned to duck raising with the help of Oxfam local partner, CLICK. Photo credit: Patrick Moran/Oxfam



CONNECT


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ABOUT RED SEA EXECUTIVE SEARCH

We are an international, executive search consultancy, seeking extraordinary leaders to transform our world. We recruit leadership into the world's foundations, trusts, and charitable organizations, and especially for INGOs in International Development, Disaster Relief and Humanitarian Aid in the Global South.

Our vision is to empower a new generation of global leadership to create a just, diverse, and unified society. In a world with increasing global challenges, the need for leaders and visionaries to shape our world is greater than ever. Extraordinary people are needed to deliver this and discovering them is the heart of Red Sea Executive Search; we find people who bring leadership excellence to organizations, and in doing so hope to help both change the global landscape and protect future civil society and global citizenship.