



Call for Membership to the Developing Country NGO Delegation to the Board of The Global Fund to Fight AIDS, Tuberculosis and Malaria

1. **Timeframe of Membership:** Three years from 2024 – 2026
2. **Application deadline:** Monday 5 February, 2024. CAT. [See application process in section 8.](#)
3. **Regions invited to apply:** The Developing Country NGO (DCNGO) Delegation is seeking applications from the following regions where there are gaps in Delegation representation. In each region if you meet the criteria and live in one of these countries where the Global Fund has active grants then please apply:
 - **Central Asia:** Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, and Uzbekistan.
 - **The Eastern Mediterranean Region:** Algeria, Djibouti, Egypt, Eritrea, Morocco, Somalia, South Sudan, Sudan, Tunisia, or *Iraq, Syria, Lebanon, Jordan, Palestine, Yemen (through the Middle East Response (MER) initiative)*
 - **Latin America:** Belize, Bolivia, Columbia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Paraguay, Peru, Nicaragua and Venezuela

[Please see more in section 5](#) for additional key considerations.

4. Introduction

[4.1 About the Global Fund](#)

The [Global Fund](#) is a worldwide partnership working to end HIV, TB and malaria and ensure a healthier, safer, more equitable future for all. The Global Fund raises and invests more than US\$5 billion a year to fight the deadliest infectious diseases, challenge the injustice that fuels them, and strengthen health systems and pandemic preparedness in more than 100 of the hardest hit countries. The Global Fund unites world leaders, communities, civil society, health workers and the private sector to find solutions that have the most impact, and we take them to scale worldwide.

The Board of the Global Fund embodies the partnership approach to global health. To help end the epidemics of HIV, TB and malaria, the Board incorporates leading stakeholders in an inclusive and effective way. The Global Fund's guiding philosophy, and the day-to-day work of the Board, embraces shared responsibility and a strong commitment by all involved. The core functions of the Board include:

- Strategy development
- Governance oversight
- Commitment of financial resources
- Assessment of organizational performance
- Risk management
- Partnership engagement, resource mobilization and advocacy

[4.2 About the Developing Country NGO Delegation](#)

The DCNGO Delegation, a constituency of the Global Fund Board, works to strengthen the meaningful engagement of civil society actors, organizations and networks in developing countries to contribute towards achieving a world free of the burden of AIDS, TB and malaria with better, equitable health and rights for all.

The DCNGO Delegation represents the perspectives of NGOs and NGO implementers in recipient countries. The DCNGO Delegation often works alongside and closely with the Developed Country NGO Delegation and the Communities Delegation. The DCNGO Delegation aims to contribute to and



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influence Global Fund policies and practices to ensure that continually and appropriately respond to the needs of people living with or affected by HIV, TB, malaria and the non-governmental organisations (NGOs) and community-based organizations (CBOs) providing services and support to address these diseases.

The Delegation is a team of volunteers and are seeking to expand its team with **three** suitable candidates capable of representing diverse NGOs and CBOs responding to HIV, TB and malaria on the Global Fund Board.

The Delegation is underpinned by the following guiding values:

- ACCOUNTABILITY to our constituency the Global Fund mission and the Delegation itself;
- TRANSPARENCY concerning representation and decision-making processes;
- INCLUSIVENESS in internal and external consultation as well as representation;
- Effective and clear sensitive COMMUNICATION both within and external to the Delegation;
- Working in PARTNERSHIP with other Board Delegations and relevant stakeholders;
- Upholding DIVERSITY of the Delegation and its constituencies;
- Respect for the DEMOCRATIC PROCESSES of the Delegation;
- Demonstrable commitment to PROFESSIONALISM and TEAMWORK;
- EQUITY in contribution and support to the work of the Delegation.

5. Call for members

The DCNGO Delegation is currently inviting applications for membership from individuals representing and working with NGOs from **Central Asia, Eastern Mediterranean Region** (writing and speaking French/Arabic in addition to English will be an asset), and **Latin America** (writing and speaking Spanish in addition to English will be an asset). The selection process strives to ensure that our Delegation is balanced representing all regions and expertise across HIV, TB and malaria.

This call specifically focuses on key considerations as we look for the following expertise, qualities and capacities:

- Adolescents and young people
- Expertise in one or more of the three diseases (HIV, TB and Malaria). Preference will be given to candidates with strong expertise in TB or malaria expertise
- Finance and management of Global Fund grants at national levels
- Sustainability, Transitioning and Co-Financing
- Health systems strengthening (HSS) as well as community systems strengthening (CSS)
- Community Led Monitoring (CLM)
- Key populations in all their diversity and gender
- Fundraising ability noting we are seeking to fundraise for the constituency.

The Delegation operates in English so this is essential. Linguists, who possess strong working competencies in the other languages of the Global Fund (French, Spanish, Russian) are encouraged to apply.

6. Length of Term

The term of office is for a period of three (3) years (2024 - 2026), with the possibility of renewal for one term. **Membership is subject to an annual performance evaluation.** The new members will form part of the existing delegation members, democratically led by a leadership team (a Board Member (BM), an Alternate Board Member (ABM), and a Constituency Focal Point (CFP) (ex-officio) who all live and work in developing countries that receive money from the Global Fund.



7. Eligibility

- Evidence of living in a developing (lower income) country, in the following regions: Central Asia, Eastern Mediterranean Region, and Latin America.
- Possess understanding of the scope of work of the Global Fund its partners and its processes
- Linked to the national grant in your country – either directly or having a solid understanding of what’s happening in your country linked to the Global Fund grant.
- Belonging to a NGO, CBO, FBO, community network, etc. that works with the Global Fund – *this could mean the following: Representing civil society or communities on the CCM or actively engaging with the CCM and national Global Fund processes; acting as a civil society or Community Principal Recipient (PR); Sub Recipient (SR) or a sub-sub recipient (SSR).*
- Have minimum 5 years of experience in front-line NGO work in 1 or more of the 3 disease areas (HIV, TB and malaria)
- Ability and capacity to communicate and network effectively and broadly (must have functioning communications linkages such as: Internet, telephone, computer and email)
- Be culturally competent in communicating with diverse peoples & groups. Skills in communication, finance and management procedures are an added advantage.
- Possess diplomatic and strategic political skills including capacity to think and work strategically and independently.
- Must demonstrate ability to work in written and spoken English (additional languages (French, Spanish and What else the Global Fund uses) are greatly desired and welcomed).

8. Application process

Please note that incomplete applications (those without all requested documentation) or those received after the deadline will not be considered.

Please review Annex 1: Terms of Reference Delegation Members. If you are a good fit for our delegation and are from the countries listed above in the following regions **Central Asia, Eastern Mediterranean Region, and Latin America**, please complete this google form available [here](#) by midnight Monday 5 February, 2024. CAT. If you would like to review a prefilled link of the form please review that [here](#).

The following documentation is required to be submitted with the application – **all of which must not be greater than 1G:**

- A letter from employer supporting the application including time/ travel commitments – acknowledging a 25% of your work time commitment to the delegation
- A letters of support from any regional network or organisation
- A letter of support from any relevant organisation other than your own
- Current and relevant curriculum vitae
- A short biography (**not more than 200 words please**)
- Contact details for two or more professional references
- Piece of written work in the past year (published or unpublished)

Persons living with or have been affected by the three diseases as well as those who identify with key populations including youth and women are especially encouraged to apply.



Annex 1: Terms of Reference Delegation Members

(Requires 25% of member's professional time)

The role of a delegate is to support the BM and ABM on Global Fund-related issues and to bring to the Board maintain an assurance the concerns and voices of the civil society and community from developing countries.

Delegation members will:

- Help to achieve greater and more effective Global Fund impact in the developing country;
- Attend Global Fund Board and regional meetings and help secure funding to attend;
- Be a watchdog of Global Fund policies and practices at the country level;
- Participate in Developing Country NGOs Delegation and Board working groups;
- Advocate and mobilize resources for the fund;
- Develop strategic alliances with partners in the delegate's country and region;
- Be an information conduit and liaise with NGOs and communities at the country and regional level;
- Participate in monitoring and periodic evaluation of Global Fund performance;
- Fully prepare for Global Fund Board meetings including reading, summarizing and preparing Board pre-meeting documents, attending 1-2 day Board pre-meetings, and following-up;
- Respond promptly to issues that arise between Board meetings;
- Stay up-to-date on technical and policy issues related to the diseases and their impact on NGOs;
- Consult CFP and others in-country and in the region or sub-region;
- Maintain close communication with the Delegation's BM, ABM, CFP, and other members through regular email messages and phone calls;
- Disseminate information on Global Fund consistent with the Delegation's internal/external communications strategy.

Delegation members will support the BM and ABM to perform the following functions:

- Develop policies and strategies for Global Fund, in line with the agreed vision, mission, and values;
- Create technical policy, operational guidelines, work plans and budgets for the Global Fund Secretariat;
- Make funding decisions;
- Establish a framework for monitoring and periodic independent evaluation of performance and financial accountability of Global Fund supported activities;
- Represent constituency views;
- Represent and voice the needs of developing country NGOs/CBOs;
- Coordinate with outside agencies;
- Advocate for the Global Fund, and mobilize resources;
- Participate in Board committees and working groups.

Mandate and working methods

- Participate fully in all meetings of the Board (study all relevant documents in order to provide input in the decision- making process);
- Participate in teleconferences and other virtual means of communications among Delegation members, the NGO community, networks and with the other delegations;
- Advocate for the participation of civil society and community representatives in the design, implementation and evaluation of all policies and programs at all levels of Global Fund;
- Provide input into equitable and appropriate allocation of resources;



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- Maintain a focus on issues of importance to the civil society, community and NGO movements;
- Seek input from civil society and the community on key issues;
- Consult with and report to the broader community of NGOs and CBOs and people and communities living with or affected by the diseases before and after Board meetings;
- Evaluate the Delegation members performance against their TORS and the Delegation work plan;
- Select other Delegation members using established selection processes.

Criteria for selection

Based on the Board functions, including representing the various constituencies, the selection of Delegation members will take the following into consideration: Delegation members must:

- Live in a developing country
- be connected to the work of the Global Fund
- Possess an understanding of the scope of work of Global Fund and opportunities it presents;
- Contribute to strengthening the Board's understanding of civil society and NGO issues in developing countries;
- Maintain an assurance from the employer regarding availability of up to 25% of working time for Global Fund related duties.
- Represent issues related to civil society, NGO/CBO involvement in HIV, TB and Malaria;
- Have a minimum three (3) years' experience in front-line NGO work in one (1) or more of the three (3) disease areas or in a cross cutting area such as gender, youth, human rights or key and vulnerable populations as well as ethics and governance;
- Have the ability and capacity to communicate and network effectively and broadly (must have functioning communications linkages such as internet, a mobile phone, computer and email);
- Act within a team setting;
- Be gender sensitive and accepting of diversity in race, culture, disabilities, sexual orientation and gender identity;
- Possess diplomatic and strategic political skills including capacity to think and work strategically;
- Demonstrate ability to work in written and spoken English (more languages greatly desired);
- Have a link to an organization that can facilitate communication and provide support;
- Have the experience and ability to assume responsibility to carry out the tasks as described in this TOR.