CALL FOR NOMINATION
Regional Board Director

A. **Overarching criteria applicable to all categories:**
   1. All candidates must have a demonstrated and well-established interest in diabetes at a professional and/or a personal level, with solid evidence of sustained engagement with diabetes activism in their country.
   2. All candidates must be able to demonstrate the ability and commitment to make time available for their Board duties, i.e. at least three (3) full weekends per year for in person meetings and at least three (3) days per month for participation in virtual meetings and the review and preparation of materials. In addition, the candidate should confirm access to adequate broadband coverage in their home or workplace to take part in virtual meetings.
   3. All candidates must demonstrate reasonable level of European engagement on diabetes and a well-established international network.

**Role and responsibilities of a Regional Board Director**

1. **OVERALL PURPOSE**
   To accept, as an individual legal responsibility and accountability for the overall governance and strategic direction of IDF European Region in accordance with Belgian law, and the normal standards of care expected of a Board Director.

2. **KEY RESPONSIBILITY**
   The key responsibility of a Regional Board Director is to further the purposes of IDF European Region as set out in IDF European Region Articles of Association but also:

3. **LEGAL RESPONSIBILITIES**
   3.1. To ensure IDF European Region complies with Belgian Law, its own governance processes, and any ethical norms and regulations in all countries where it operates;
   3.2. To ensure IDF European Region uses its resources exclusively to fulfil its purpose;

4. **STRATEGIC RESPONSIBILITIES**
   4.1. To contribute actively by giving clear strategic direction to IDF European Region;
   4.2. To continuously monitor the long term development and viability of IDF European Region in light of the political, economic and social environment in which it operates;
   4.3. To safeguard the good name and values of IDF European Region and IDF;

5. **FINANCIAL RESPONSIBILITIES**
   5.1. To ensure the financial stability
   5.2. To protect and manage the real and intellectual property of IDF European Region and ensure the proper investment of IDF European Region’s funds;
   5.3. To approve the proposed annual budget and ensure the approval process is transparent and to present the proposed budget to the Regional Council for final approval;
6. **OTHER RESPONSIBILITIES**

6.1. To appoint the Regional Manager and monitor his or her performance through a regular performance review conducted by the Regional Chair;

6.2. To give the Regional Manager clear strategic direction and to monitor performance against agreed targets;

6.3. To ensure appropriate advice is taken from professional advisers when needed;

6.4. To sign and adhere to these SOPs and be held liable for his or her conduct according to the latter, to the Regional Chair and other Regional Board Directors;

6.5. To maintain the confidentiality of all sensitive/confidential information received in the course of a Director’s responsibilities;

6.6. To be fully prepared for Regional Board meetings by reading all supporting documents.
7. **ELIGIBILITY CRITERIA FOR DIRECTORSHIP OF EUROPEAN REGION**

The eligibility criteria for directorship are:

7.1. To understand IDF European Region and IDF, their purpose and their work;
7.2. To demonstrate an interest in furthering the purposes of IDF European Region;
7.3. To have experience of specialist areas required in managing IDF European Region such as knowledge of the not-for-profit sector, fundraising, communications, finance, applicable laws and human resources management;
7.4. To understand and accept the importance of good governance and the legal duties, responsibilities and liabilities of directorship;
7.5. To be able to probe facts, challenge assumptions and identify the advantages and the disadvantages of proposals;
7.6. To be able to work at a strategic level for an organisation of IDF European Region’s size and complexity including thinking creatively and criticising constructively;
7.7. To show good, independent judgment and a willingness to speak his or her mind;
7.8. To be able to work effectively as a member of a team;
7.9. To abide by the principles of: selflessness, integrity, objectivity, accountability, openness, honesty, leadership and cultural sensibility;
7.10. To be able and willing to devote necessary time and effort to Directorship as set out in in these SOPs;
7.11. To demonstrate ethical and professional practice;
7.12. To show knowledge and understanding of equality and diversity and of issues affecting disadvantaged communities;
7.13. To have the ability to communicate in English;
7.14. A Regional Board Director shall not be an employee of IDF or of IDF European Region or one of its Members, or an executive or non-executive director or employee of one of IDF or IDF European Region’s major corporate partners.

8. **CONFLICT OF INTEREST**

8.1. A Regional Board Director is required to declare and sign a Conflict of Interest Disclosure Statement at least annually.
8.2. If a Regional Board Director is an employee or a non-executive director of an IDF or IDF European Region’s corporate partner, he/she shall declare this on the Conflict of Interest Disclosure Statement.
8.3. The Regional Board may decide to ask the Regional Board Director to withdraw entirely or partially where appropriate.

9. **ACCOUNTABILITY**

9.1. A Regional Board Director is accountable to the Regional Council and other Regional Board Directors.
9.2. Regional Board Directors are accountable in accordance with the requirements of non-executive directorship in Belgian Law, as provided to each Director at his/her induction.
10. **MEETINGS**

10.1. A schedule of Regional Board meetings will be prepared annually. The frequency of meetings will be determined by the Regional Board, but will be no less than two (2) per annum.

10.2. In addition, a Regional Board Director is expected to attend all meetings of the Regional Board and other events and meetings, in particular the Regional Council and induction sessions.

10.3. Regional Board’s meetings are conducted in English.

11. **SUPPORT FOR REGIONAL BOARD DIRECTORS**

11.1. IDF European Region will provide each Board Director with induction and additional training, as required, to support him/her to perform his/her role.

11.2. IDF European Region will pay reasonable travel, overnight and subsistence expenses where appropriate, in line with the expenses policy.