



Amnesty International UK

ROLE DESCRIPTION:

MEMBER OF AMNESTY INTERNATIONAL UNITED KINGDOM SECTION BOARD (VOLUNTARY)

OVERALL PURPOSE OF THE ROLE

To serve as a member of the Amnesty International UK Section Board ensuring that the Section successfully pursues its objects whilst acting within its constraints and responsibilities.

The Section Board holds fiduciary responsibility for the organisation and safeguards its good name and values. Members of the Section Board are legally defined as Company Directors.

Amnesty International UK comprises two separate legal entities: Amnesty International United Kingdom Section and Amnesty International United Kingdom Section Charitable Trust, which are autonomous but work to a common vision.

Participation in Amnesty International UK governance is a form of human rights activism.

GENERAL RESPONSIBILITIES

Ensuring that AIUK Section sets priorities and agrees strategies to pursue the objects set out in its Articles of Association and that are consistent with those set by Amnesty International's global movement, taking into account the views of AIUK's membership.

Monitoring the implementation of these strategies and evaluating performance against agreed targets, holding the Chief Executive accountable for the implementation of annual business plans.

Ensuring that the Section complies with its Articles of Association, company law and any other relevant legal and regulatory responsibilities.

Safeguarding the good name and values of the Section and ensuring that the organisation's culture is consistent with its values.

Ensuring the effective and efficient administration and governance of the Section, including having appropriate policies and procedures in place.

Guarding the long-term ability to advance the Section's objects of AIUK, holding its assets for the benefit of current and future beneficiaries, ensuring resources are only applied in pursuance of AIUK's objects.

Protecting and managing the Section's property and ensuring its financial stability, monitoring the overall financial position, approving the annual budget and ensuring that necessary financial controls are in place.

Managing legal, financial, security, reputational and other relevant risk and determining risk appetite.

Approving reserves target levels by reference to analysis of risk and the Global Reserve Guidelines, and monitoring actual reserve levels against those targets

Ensuring that AIUK Section maximises the health, growth and human rights impact of the Section's activism.

Ensuring that AIUK participates in the global movement's decision-making processes and that Section members are aware of key developments in the global movement, and that their voices are heard and taken into account.

Monitoring the human resources and organisational development strategies and their implementation.

Providing leadership, support and oversight so that AIUK delivers its policies and goals in inclusion, diversity, equity, anti-racism and feminist leadership and demonstrating a commitment to AIUK's policies in this area.

Together with the AGM Chair and Standing Orders Committee, ensuring the AGM fulfils its objectives and responsibilities.

Appointing, removing and setting the remuneration of the Chief Executive.

To help the Chair by participating in the Chief Executive's annual objective setting and performance assessment.

Undertaking an mandatory training required by the Board and / or organisational policy.

Ensuring adequate preparation of and attendance at Board meetings.

Valuing the contribution that children and young people make to Amnesty International by listening to and respecting their contribution.

Ensuring the Section provides an environment that enables children and young people to grow, develop, and thrive in a safe and caring environment protected from abuse.

Upholding AIUK safeguarding policy and maintaining professional boundaries by:

- Co-operating with any vetting and recruitment requirements as appropriate to the role of Board member.
- Adhering to all Amnesty policies and guidance relating to safeguarding and reporting,
- Maintaining high standards of personal and professional conduct,
- Remaining aware of Amnesty International UK's expectations of conduct, and ensuring that relationships with children and young people are maintained on a professional level at all times,
- Safeguarding and always promoting the welfare of children and young people,
- Reporting any incidents or concerns that cause you to believe a child or young person is at risk or likely risk of significant harm.

Upholding the principle of mutual accountability to the Amnesty movement by ensuring compliance with commitments and obligations, including the Amnesty International Statute, Core Standards, Global Assembly decisions, the Amnesty International trademark agreement and reporting requirements, as well as the full and timely payment of assessment contributions.

Working co-operatively with the AIUK Charitable Trust on areas of joint interest and for the overall success of AIUK.

NATURE OF THE ROLE

The position is a voluntary one. Expenses (travel, childminding and any necessary accommodation or subsistence) will be paid in accordance with the AIUK Expenses Policy.

The post does require a time commitment of 20 to 25 days per year, although workload is variably. It includes:

- Attendance at approximately eight Board meetings, briefings and training sessions throughout the year. Formal Board meetings are usually held on a Saturday. Board meetings and briefings are usually hybrid, with attendance online or in-person (in London).
- Attendance at AIUK's Annual General Meetings (held in summer, as a hybrid meeting)
- Membership of one or more Board Subcommittees, which entails approximately

- four meetings throughout the year (per sub-committee), also held as hybrid meetings
- Preparatory work for meetings and ad hoc discussions or decisions outside these meetings

In addition, and where other commitments allow, Board members are encouraged to participate in activist network and regional meetings and AIUK Section's public events.

Amnesty International UK is committed to safeguarding and protecting the welfare of children, young people and vulnerable adults in everything that we do. We have a fair and consistent approach to recruitment to minimize the risk of engaging anyone who may pose a risk to children and young people.

All Board members must complete a basic criminal record check. This service does a background check to establish if there is a criminal record that might affect a person taking on the role. A criminal record is not necessarily a bar to being a Board member but further conversations and questions may be necessary to establish this.

PERSON SPECIFICATION

ESSENTIAL CRITERIA	
	A commitment to human rights
	Willingness, ability and energy to devote the necessary time and effort to the role, in and outside meetings
	A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
	Ability to work with others as part of a team and to accept collective responsibilities
	Ability to think creatively
	Willingness to speak one's mind and express opinions, whilst demonstrating respect for others and a willingness to listen to different perspectives, together with the courage to ask
	Ability to think strategically without becoming too involved in detail
	Willingness to contribute to decisions and to be accountable for them
	Ability to exercise good and independent judgement.
	Understanding of anti-racism, equity, diversity, and inclusion.
	Understanding and acceptance of the legal duties, responsibilities and liabilities of governance, or the ability and willingness to quickly acquire such knowledge.
DESIRABLE CRITERIA: No individual Board member is expected to have all of the following attributes but possessing one or more will be a further asset to the Board.	
	No individual Board member is expected to have all of the following attributes but possessing one or more will be a further asset to the Board.
	Lived experience of the human rights issues that Amnesty International is engaged in
	Knowledge and understanding of the communities that Amnesty International is particularly keen to engage including youth and those minoritized by race, religion, disability, sexual orientation
	Understanding of other UK civil society/grassroots movements and activism
	Governance or senior management experience in an organization with a similar or larger turnover to the Section.

	Experience of governance in other organisations, particularly charities, non-profits and public service organisations
	Knowledge of impact evaluation, monitoring and learning
	Knowledge of UK or international human rights law and standards
	Experience of developing and implementing strategies, business and operational plans
	Experience of financial management at a senior level, which may include relevant professional qualifications
	Experience of working at a senior level in human resources, which may include professional qualifications
	Experience in safeguarding children, young people and vulnerable adults
	Experience of developing and delivering fundraising programmes, or other income generation, especially for a voluntary organisation
	Experience of developing and delivering marketing, communication and PR strategies, including market research or brand development
	Experience of developing and implementing strategies for increasing equality and diversity in organisations or groups.
	Experience of influencing political decision-makers through advocacy or campaigning.
	Substantial activism experience within AIUK, both as a 'front-line' campaigner and supporting other members to organise campaigns
	Knowledge of digital communications and social media
	Knowledge of information Technology and data management
	Experience of public speaking
	Knowledge of the role and contribution of AIUK to the international movement
	Knowledge of the role and diversity of AIUK activists and their work
	Knowledge of UK law, including company, property, and charity law, and the particular legal obligations of company directors and the regulatory environment for charities, private companies and NGOS.

Reviewed and approved by the Section Board: 9 December 2023

Review cycle: Every two years

Next review due: December 2025