

PROFILE UWE PRESIDENT

1. Aim of the position (objectives and purposes)

- Manage the UWE in full
- Effective use of the dynamics and experience present in the organisation
- Initiate and monitor the UWE policy
- Initiate, guide and monitor the composition of the UWE road map

2. Position within the Organisation

- President of the Board
- Accountable to the General Meeting

3. Duties, Tasks, Expected Results

- Coordinate the task division in the UWE Board
- Prepare the Agenda for Board meetings and the Annual General Meetings in cooperation with the UWE Secretary
- Chair the General Meeting and the Board meetings
- Represent the UWE for internal and external relations
- Support the organisation committee of the annual UWE event
- Monitor the annual selection of the Jans Gremmee award
- Keep in touch with the Steering Group European Projects

4. Profile of the Position (professional and interpersonal skills and requirements)

- Evident affinity with the aims of IFUW and UWE
- Has an antenna for trends in the field of UWE's aims
- Is a contemporary manager
- Gathered experience with managing volunteers
- Experience in managing a umbrella organisation preferred
- Insight in the way of working of voluntary women's' organisations
- Support and encourage the other Board members and the NFA's
- Welcomes new ideas and has the capacity to assess them
- Thorough knowledge of English
- Some knowledge of French and/or German is an advantage
- Should be prepared and count on a time investment of the 40 to 60 hours a month
- Is willing and capable to invest part of her own means
- Preferably, she does not have an official function within her own NFA to avoid conflict of interest