

Board Decision by Circulation: BP 2018.2

Terms of Reference for Board Members

Service on the Board of Communication Policy Research south (CPRsouth) may be perceived as an honor. But it also involves duties and responsibilities. All who join the Board must be fully informed of the workload and responsibilities.

At the present time, new Board Members may only be nominated by current Board Members, when nominations are called. In the event nominations exceed vacant positions, the electors who will decide who fill the positions are the current Members. It is therefore important that current Board Members are fully aware of the Terms of Reference when they take these important actions.

Duties and responsibilities

- 1.0 The success of CPRsouth depends on two critical inputs: good people and money. Board members are expected to:
 - 1.1 Identify Young Scholars with the potential to produce policy-relevant research and the motivation to take research to policy; mentor them and encourage them to submit applications to the CPRsouth Young Scholar Academy.
 - 1.2 In the event CPRsouth chooses to solicit papers through an open competition, encourage researchers to submit paper proposals and papers and complete papers as appropriate.
 - 1.3 Identify and nominate candidates for the Board who meet the criteria stated in the Charter and who can best perform these duties and responsibilities.
 - 1.4 Proactively seek funds for CPRsouth in the form of donor funding and local-host funding. This includes assistance in identifying locations and host organizations for CPRsouth activities.
 - 1.5 Ensure that CPRsouth funds are managed in the most efficient and transparent manner.
- 2.0 The qualities that distinguish CPRsouth from other initiatives in the ICT space are the emphasis on policy relevance and mentorship. Board members are expected to:
 - 2.1 Provide guidance and assistance to Young Scholars and paper givers so that they may improve the quality and policy relevance of their work.
 - 2.2 Introduce CPRsouth members to policy actors and media as necessary so that they may gain access to data and are able to disseminate their research.
- 3.0 The efficient functioning of CPRsouth depends on coordinated, timely action by the Board Members and the administrative partner. Board Members are expected to:
 - 3.1 Respond to communications from the administrative partner within the stated deadlines. This includes timely review of papers and paper proposals submitted by applicants for CPRsouth activities.