ILEP Members’ Assembly
Colchester, 20th March 2018

Annex: 2 – Chair of Panel of Persons Affected by Leprosy ToR

Expected outcome of session:

Approval of ToR for the Chair of Panel of Persons Affected by Leprosy
Chair of Panel of Persons Affected by Leprosy ToR

Location: Home based
Reports to: Member’s Assembly

Background:
ILEP’s strategic plan acknowledges the need for ILEP to work more closely with people affected by leprosy to guide its policies, governance and strategy in order to strengthen our advocacy work, acknowledge the demands of many disabled people and improve decision making within ILEP.

The Panel of Persons Affected by leprosy was established in 2016 to provide recommendations for closer collaboration, advice to ILEP and its Members on broad issues of policy, implementation of the ILEP strategy and interpretation of trends.

The Panel is nominated by the ILEP Members Assembly. The Chair of the Panel is proposed by its members.

Purpose:
The Chair of the Panel of People Affected by Leprosy requires substantial work to progress the work of the Panel as well as continue to advance the role and status of Persons Affected by Leprosy more broadly. The Chair works with the Panel and the ILEP office to:

1. Facilitate consistency in policy, strategies and practice of ILEP and its Members (with regard to the concerns and priorities of persons affected).
2. Improve ILEP’s advocacy for policies and practice on behalf of people affected by leprosy.
3. Provide guidance on ILEP communication and campaign material.
4. Ensure ways for the panel to collaborate and coordinate their guidance with ILEP’s Technical Commission (ITC).
5. Represent the interests of the Panel in advising or engaging with other NGOs and NTD collaborations

Expectations:

1. To attend and chair the Panel’s meetings.
2. Commitment to oversee the Panel’s annual work plan.
3. Represent the Panel at the ILEP Members Assembly meetings.
4. Be available to the ILEP office and Members to answer key specific questions.
5. Represent the Panel at external meetings and events
6. Provide feedback on policy / communication material if required

Principles:
The principles on which the Chair of the Panel will work are:
1. Adherence to all relevant human rights instruments.
2. Understanding of the purpose of ILEP
4. Accountability – The Chair will work collaboratively with ILEP leadership to seek feedback from a wide range of people affected by leprosy.

Requirements:
1. Understanding of the experience of being affected by leprosy.
2. Experience of representing and being accountable to others.
3. Strategic thinking.
4. Ability to commit the time required (approximately 4 days a month)
5. Ability to communicate well in English (ILEP’s working language)
6. Experience of NGO governance is desirable.

Time frame:
The Chair would serve the panel during its four year term after which he/she can be re-elected only once. The Chair may be removed from continued participation if he/she is unable or unwilling to comply with the requirements of the Panel membership.

Remuneration: Due to the investment of time for this position, it offers a stipend at 1,000 chf / month.