



COMMUNITY SOCIAL HUMANITARIAN PROJECT

International Non-Profit Organization

15/10/18

Prof Antonio Imeneo

Director FUNVIC (BFUCA BRASILE UNESCO WFUCA)

Rome Italy

APPOINTMENT AS ADVISORY COUNCIL MEMBER

Community Social Humanitarian Project (COSHUP) is a Non- profit, Non- political and Non- Religious Organisation intervening in Humanitarian Aid Support to the Internally Displaced Persons (IDPs), the extreme poor people in the society and the Refugees.

1. COSHUP Advisory Council Members are men and women who have volunteered to offer their services, ideas and expertise advice to the Organisation.
2. They are important to the success of the Organisation through working with the secretariat. Having an effective council is to the success of the organisation.
3. They assist in setting up policies for ensuring excellent management delivery.
4. They help COSHUP get feedback, ideas and opinions from the public.
5. There are no legal or formal responsibilities attached to the appointment as an Advisory Council member but a volunteering assignment to serve humanity through the Organisation.
6. They play an instrumental public relation role and provide the management with a fresh perspective on programs and issues.
7. They work with the top management especially the International/Executive Coordinator and Country Directors in countries to brainstorm, discuss, debate and take decisions on major issues.

FUNCTIONS AND DUTIES

- They take responsibility for specific tasks.
- They attend meetings three or four times in a year.
- They provide input and feedback to the organisation
- They can share and carry specific function for the council
- They assist in sourcing funds from companies, individuals and funding groups for her projects.
- They can distribute its governing functions and responsibilities equally among its members to maximize its effectiveness.
- They pledge their personal and professional resources to assist their mission and the organisation.

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- They can develop business strategies, planning, fund-raising and community relation activities.
- They can set up subcommittee to effectively carry out their duties.

COMPOSITION AND BENEFITS

- The Advisory board is made up of a CHAIRMAN and 8 external members. So it's a eight (8) man Advisory council board.
- They have an elaborate minimum 2 days meeting of three or four times in a year.
- They work with Agenda prepared by the Organisation secretariat through the International / Executive Coordinator or the country Directors.
- They have a seating allowance paid at the end of each meeting.
- Once on a mission for COSHUP, she takes responsibilities for the members e.g. Mobility, Ait ticket when necessary, accommodation, security, gifts, etc.
- It is a two year appointment for each member at the first instance, but can be renewed at the end of the two years depending on the performance and willingness.
- Finally, one of the primary reasons why most organisations have Advisory council/board is to help the executive to focus on their day to day task of making their mission a reality.
- The International / Executive Coordinator or the Country Director in any country has the mandate to appoint any of council members who can be seen as having the capacity to move the affairs of the Organisation forward.
- The International/ Executive Coordinator must develop a close and conducive working relationship with all members of the council so as to constantly bridge any gap that may occur.

Congratulation on this deserved appointment

Accept my warmest regards.

Dr (Mrs) Lilian Omekara

**International Coordinator/ Executive Coordinator
For community Social Humanitarian Project**

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