



## **Social Platform 2019 General Assembly**

### Information about the Management Committee elections

#### **Procedures**

##### ***Who can run for which position(s)?***

All full members can nominate one candidate for the position(s) of:

- President
- Two Vice-Presidents
- Treasurer
- Three Ordinary Members

Candidates can apply to one or more position.

##### ***How to apply***

Applications must include the following documents:

- A nomination letter of the full member organisation designating the candidate of its choice
- A full CV
- A completed application form

Applications must be sent to [helen.joseph@socialplatform.org](mailto:helen.joseph@socialplatform.org) by **17:00 CET on 14 March 2019**.

Please note that incomplete applications or applications received after the deadline will not be considered.

##### ***Gender parity in the MC voting procedure***

Members are encouraged to nominate candidates from all genders.

Furthermore, in line with Article 17 of our Statutes which states that "...the General Assembly is committed to promote gender parity during the election of the members of the Management Committee", two key principles with regards to gender parity apply with regards to the MC elections:

- The "4:3 rule" – meaning that the MC as a whole must be composed of either 3 women and 4 men, or 4 women and 3 men.
- The "2:1 rule" – meaning that the "trio" of President and two Vice-Presidents must be composed of either 1 woman and 2 men, or 2 women and 1 man.

Consequently, at some stages of the election process, depending on the gender of candidates elected first, candidates of a certain gender may not be eligible for a particular MC mandate.



## Formal responsibilities and obligations of the MC

### *Responsibilities*

MC members have the following formal responsibilities:

- ***Work for the benefit of all members***  
MC members are accountable to members and participate in the governance of Social Platform in the interest of all members.
- ***Assume legal responsibility and ensure compliance with statutes and internal rules***  
With the assistance of the Director, MC members ensure that Social Platform complies with the relevant regulatory and statutory requirements and exercise overall legal responsibility and control over Social Platform's financial affairs.
- ***Develop policies and long-term strategy***  
MC members, with the advice of the Director and in the framework of the appropriate statutory bodies, ensure the formulation, monitoring and evaluation of Social Platform's vision, mission, values and long-term strategy.
- ***Represent Social Platform externally***  
When required, MC members ensure external representation of social Platform on the basis of a proposal made by the President and the Director. The content on which any MC member is delegated to speak on behalf of Social Platform is based either on previously agreed common positions, on formal consultation with all members, or on consultation with all MC members.

### *Rules and obligations*

The following rules guide the work of the MC:

- ***Acting in a personal capacity***  
MC members act in a personal capacity without any organisational linkage with the association that nominated them for election to the Management Committee. Their responsibility is to Social Platform, not to promote the interests of their own organisation.
- ***Collective decision-making***  
MC members take decisions collectively and take joint responsibility for them. In the decision-making process an appropriate opportunity is given to MC members to state their views and conclusions before an agreed decision is made.



- **Confidentiality of debates and information**

Internal MC debates, confidential information or material (with regards to donors, members, staff, etc.) provided to, or discussed at MC meetings, remain internal and confidential within the confines of the MC and must not be discussed outside of the MC.

- **Conflict of interest**

MC members aim to avoid any conflict of interest with the business of Social Platform. However, if such a conflict arises and a member declares an interest, he/she will be required to absent him/herself from any discussion or vote taken on the matter by the other MC members.

- **Relationship with the secretariat**

Directions given to the Director come from the MC as a whole through agreed channels. These directions aim to be clear and practical. MC members are not responsible for the daily management of the staff of the secretariat, which is the sole responsibility of the Director. Nevertheless, a staff contact person is nominated within the MC in conformity with the grievance procedures included in the staff employment rules.

## **Practical realities**

### ***What is expected of MC members***

In practice, it is important for all MC members to:

- Be able to both ***speak and debate publically on Social Platform topics*** (with support from the secretariat as required).
- Be ***familiar with the organisational structure and ways of working*** of Social Platform.
- Strive to build a strong working relationship with the Director and the rest of the staff of Social Platform, while ***assuming accountability for the Director's performance***.
- ***Devote sufficient time*** to Social Platform's business. Being an MC member notably requires participation in six formal meetings of the MC during the year (usually from 10:00-16:00), two General Assembly meetings (in Spring and Autumn), and other *ad hoc* meetings when necessary. Furthermore, prior to these meetings and in-between them, reading, analysing and providing input to documents prepared by the secretariat (including draft annual work programmes) is deemed to be crucially important. Prior to applying, it is therefore highly recommended that potential candidates consider whether time commitments would be an issue in the implementation of their MC mandate.

### ***What is expected of the President***

In addition to the above, the President of the MC shall:

- Regularly (indicatively, approx. once a month) represent Social Platform at high-level events and meetings in Brussels and abroad, including informal meetings of the EPSCO Council and informal meetings of the Social Protection Committee.



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- Prepare and chair Social Platform's statutory meetings (i.e. General Assemblies, Steering Groups and Management Committee meetings).
- Be based in Brussels or the surrounding area.
- Be in regular contact (indicatively, on a weekly basis, but may be daily depending on circumstances) with the Director to ensure appropriate management of the network, overall organisational development and sound governance mechanisms and processes.

### ***Benefits of being an MC member***

Being a member of the MC is an opportunity to:

- Develop skills and networks in high-level fora that are both personally and professionally beneficial.
- Engage in political debates with high-level colleagues, participate in common strategic planning and reflection, and contribute to Social Platform policy developments.
- Gain a better understanding of different perspectives within Social Platform and contribute to and enjoy the diversity of its membership.