



International Detention Coalition

Human rights for detained refugees,
asylum seekers and migrants

International Advisory Committee: *Nomination Form* July 2015

1. IDC Governance Structure

The IDC governance structure has 3 levels:

- 1) Governance and Finance Committee (Board) - The Board oversee governance and finance matters such as budgetary & financial reporting, and oversee operational matters such as staffing and the IDC Strategic Plan. The Board meet quarterly and formally table, minute and approve Secretariat reports. The Board carries the legal responsibility for the organization.
- 2) International Advisory Committee (IAC) - A maximum of 30 representatives drawn from the IDC membership, provide input and guidance on the 4 key areas of IDC work. IAC members are eligible to vote at the IDC Annual General Meeting and may nominate to hold a Board position. Their advice helps to guide the strategic planning of the organization.
- 3) Secretariat - The Director, staff and volunteers develop, implement and manage the IDC Strategic Plan and operations, and provide executive support as needed.

2. About the International Advisory Committee

The International Advisory Committee provides guidance and counsel to the IDC Secretariat across the four key areas of work, including input into the development and implementation of the IDC Strategic Plan. The IAC is distributed among Regional and International Advisors.

Apart from individual IDC members, IAC membership is organizational, namely IAC members represent an organization with changes of staff requiring the organization to re-nominate a replacement representative, who will be approved by the IDC Board.

Regional Advisors - Regional Advisors are divided among the following 5 regions: Africa, Americas, Asia-Pacific, Europe, and Middle East and North Africa (MENA). Additional sub-regional advisors may be appointed as approved by the Board. Regional Advisors work together with the IDC Secretariat, to develop and implement the IDC's work in the region according to the approved strategic and operational plans.

International Advisors - International Advisors are not assigned to a specific region or sub-region, but assist the IDC Secretariat by providing thematic or global expertise. International Advisors work together with the IDC Secretariat, to develop and implement the IDC's technical work according to the approved strategic and operational plans.

IAC members are appointed for a 3-year period on a rotational basis, after which time the positions become open. The International Advisory Committee meets once a year in Geneva in an Annual Planning Meeting, which Board, IAC and associate members can attend.

3. Nominations and Approval

A standardized nomination and approval process has been developed for those interested in serving on the IAC, whether as a Regional or International Advisor. The process includes:

- 1) The IDC Secretariat undertakes to announce the position.
- 2) Members may self-nominate or be nominated for a position on the International Advisory Committee as an International or Regional Advisor together with a member reference forwarded to the Board;
- 3) Current International Advisory Committee members may nominate or be nominated to be re-appointed with a member reference forwarded to the Board;
- 4) The Board will vote on vacant International Advisory Committee positions at the next Board meeting;
- 5) The Board seeks more information if required or re-opens positions that are not filled.

For further information, see the "**IDC Governance Committee - Terms of Reference**" (April 2014).

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IAC Nomination Form

Please complete and return this Nomination Form and attachments to info@idcoalition.org.

1. Nominee Information:

Name: _____

Email: _____

Organization (if applicable): _____

2. Referee: (or indicate if self-nomination)

Name: _____

Email: _____

Organization (if applicable): _____

3. Position: (please mark one)

International Advisor

Regional Advisor (please indicate sub-region)

Africa: _____

Americas: _____

Asia-Pacific: _____

Europe: _____

MENA: _____

4. Expression of Interest

It is recommended that all nominees submit an expression of interest which addresses the nominee's ability to fulfill the primary responsibilities and expectations as indicated in the "IDC Governance Committee - Terms of Reference" (April 2014). The Board will approve membership based on the following criteria:

- IAC members must work on issues relating to the detention of refugees, asylum seekers and migrants.
- IAC members must have a demonstrated commitment to the aims, objectives and principles of the IDC.
- IAC members must have an active engagement with at least one of the four key areas of the IDC's work: networking & capacity building, advocacy, campaigns, and research & reporting, or a stated thematic focus.
- Consideration will be given to the representational and strategic needs of the organization, including thematic focus and regional priorities in appointing the committee.

Other desired skills include:

- IAC Nominees should have a sound knowledge of detention in their home country,
- IAC Nominees should have sub regional networks to assist them in providing regional information and guidance.
- IAC Nominees should have an established relationship with governments and / or the ability to facilitate contact with key government and civil society stakeholders in the sub-region.
- IAC Nominees should have the time capacity to commit time to IDC work on a monthly basis

5. Attachments

- Letter of reference from a current IDC Member (required)
- CV or resume of the nominee (not required)

6. Signature

Signature: _____

Date: _____