**Migration Policy and Practice**

**BOARD MEMBER – ROLE DESCRIPTION**

**Role summary**

We are seeking a senior professional to serve on the Board of Migration Policy and Practice providing influence in Birmingham and the Black Country. She or he will work with other Board Members to develop a strategic direction and workplan, with input from a wider group of relevant civil society groups. This is an opportunity to build on the momentum gathering among civil society voices in Birmingham and influence this important issue.

**Background**

Over the past four years, the organisation has been operating as a funded Project working with a range of voluntary sector organisations in Birmingham and the Black Country to develop a co-ordination mechanism to address the following needs in relation to influencing and communications work on migrants, refugees and asylum seekers:

• The need for greater co-operation and co-ordination in the sector;

• The need for assistance with communications, messaging and influencing;

• The need for a clear, shared vision as well as better data for the region in order to influence more effectively.

Following the end of the initial funding period, the Project transitioned into a standalone CIO.

**Purpose**

The purpose of this initiative is to support the effective settlement of migrants and a positive integration agenda in Birmingham and the surrounding area by improving co-ordination, communication and collaborative working; bringing together local evidence and experience to influence local, regional and national policy.

**Structure, governance and accountability**

The CIO is currently structured as follows: there is a two member secretariat staffed by a senior coordinator and part-time Project Officer. It is anticipated that additional staffing will be required as work expands over the next three years. Its work will be overseen by a Board of Trustees representing a range of types of groups and perspectives and will have an independent chair. Membership will be open to any Birmingham/Black Country organisations that support the aims of the initiative and can contribute to the evidence base and policy influencing agenda.

**Key Responsibilities**

 ¬ Provide leadership to the CIO, ensuring that it has maximum impact and reach and is seen as credible and authoritative;

 ¬ Attend Board meetings, lead on developing a strategy, key priorities and a workplan with input from the Board, senior co-ordinator and wider membership of the group;

¬ Provide support and guidance to the senior co-ordinator

¬ Oversee the development and implementation of an approach to evaluating the CIO;

¬ Oversee the development and implementation of an approach to identifying and mitigating risk;

¬ Foster, maintain and ensure that constructive relationships exist with and between the Board Members and wider membership;

¬ Represent the CIO or contact senior stakeholders on its behalf where required.

**Knowledge, abilities and experience**

**Essential**

¬ Strategic vision and a track record in developing strategy

¬ Strong leadership skills and experience of operating at senior strategic leadership level;

¬ Strong inter-personal and relationship building abilities;

¬ Ability to represent the CIO effectively at a range of levels, including by making new contacts and developing relationships;

¬ Demonstrates good independent judgement;

¬ Excellent listening and communication skills;

¬ Ability to work collaboratively, understanding different viewpoints and opinions;

¬ Ability to work effectively with other Board members.

¬ Adherence to the Nolan Principles of Public Life

 ¬ Demonstrates understanding of the local context, including some experience influencing social change in Birmingham/the Black Country.

¬ The ideal candidate need not be working directly within the migration/refugee sector but have an understanding of how it works and a commitment to migrant justice.

**Desirable**

¬ Experience of leading influencing or communications work in a charitable or campaigning context, particularly with coalitions;

¬ Lived experience of migration.

Time commitment and location. It is anticipated that this role will involve a time commitment of around four days per year. As this work is based in Birmingham, Board Members will be expected to attend regular meetings there.