



FORUM FOR AFRICAN WOMEN EDUCATIONALISTS (FAWE)

UGANDA CHAPTER

TERMS OF REFERENCE FOR THE TRAINING OF BOARD OF DIRECTORS AND SENIOR MANAGEMENT ON CORPORATE GOVERNANCE

Introduction

Forum for African Women Educationalists (FAWE) Uganda Chapter was launched in February 1997 and has been in existence for the past 25 years, thus celebrating its Silver Jubilee this year.

FAWE Uganda is part of a network of 34 FAWE African Chapters, a fruit of five visionary and distinguished African Women Ministers of Education intervening in the appalling state of girls' education in Africa, and working to bridge the gender gap in education. FAWE Uganda envisages a *“Ugandan Society where Girls and Women Lead Dignified Lives,”* with a mission *“To Enhance Opportunities for Girls to Attain Quality Education and Skills through Sponsorship, Social Protection, Institutional Strengthening and Advocacy.”*

FAWE Uganda has recently constituted a new Board of Directors following the end of the term of the substantive Board of Directors 2019- 2022. The FAWE Uganda Board of Directors comprises 10 persons, with five (05) elected and four (04) seconded. The board therefore advertised and three (03) new members that have joined the Board of Directors while six (06) members including the Executive Director are part of the outgoing Board and continue to be a part. One (01) new member is joining the Board from the Former FAWE Uganda Beneficiaries Association (FABA).

In lieu of the incoming members, it is normal practice that the Board in totality should be inducted in its workings. A workshop will therefore be held as part of the initial induction process.

Objective

To build a working relationship among board members that promotes ongoing support and good corporate governance within the organisation.

Specific Focus;

- a) Train the FAWE Uganda Board and Management on corporate governance practices towards appreciation of good governance, and management process, institutional context, perspectives and culture.
- b) Roles and responsibilities of the Board vis-as-vis roles and responsibilities of Management.
- c) Board Meetings/Boardroom practice and oversight.
- d) Ethics and organisational policies
- e) Board performance evaluation process

The Consultant in execution of their role shall do the following:

- 1) *Prepare training materials for the Board Induction.***
- 2) *Conduct training ensuring the content is aligned with participants' expectations and needs.***
- 3) *Ensure participants understand the presented material.***
- 4) *Prepare the report on the Board Induction workshop.***

Deliverables

1. Inception report completed and submitted within two (02) days of commencement of the assignment.
2. Training materials on Board Induction developed.
3. Written report on the training workshop not more than five (05) days after completion of the assignment.

2.0 Duration of the assignment

The assignment is expected to take two (2) full days, i.e., **11th to 12th** August 2022.

3.0 Payment

Payment will be done after successful completion of the assignment and submission of the report on the training workshop. Payment will be subject to statutory deductions.

FAWE Uganda invites qualified and interested firms and individuals to apply for the provision of this service by submitting technical and financial proposals to undertake the assignment.

Please submit your applications to;

The Executive Director,

Forum for African Women Educationalists (FAWE) Uganda

Plot 328, Magulu Close, Off Bukoto-Kisaasi Road

Kampala-Uganda

OR

Email: procurement@faweuganda.org

Note: Deadline for submission of the proposals is Wednesday 27th July 2022 at 4:00pm