



LACOR CENTRE, OBIYA WEST CELL

off Juba Road, Bardege Layibi
Division Gulu City

Center for Psychosocial Education and Community Engagement Gulu City Branch Board of Directors Information Package

Center for PEACE Uganda has a history of providing excellent mental health support throughout Gulu City.

Center for PEACE UG is a rapidly growing provider of professional health and health related services for people with mental illness, their families and the broader community. Working in a highly demanding and dynamic health care delivery environment, CFP has been recognized for our leadership, innovation and excellence at the local, provincial, and national levels.

VISION

To promote mental wellness in communities across Uganda, reduce the burden associated with mental, neurological and substance abuse disorders, & eliminate the intense and pervasive stigma, discrimination, and human rights violations that typically affect individuals and families supporting someone with a mental disorder.

MISSION

As a leader and champion for mental health, Center for PEACE Uganda provides services and facilitates access to the resources people require to maintain and improve mental health. Our efforts promote community integration, build resilience, and support recovery from mental illness and addictions.

KEY VALUES AND PRINCIPLES

- Embracing the voice of people with mental health issues
- Promoting inclusion
- Working collaboratively
- Influencing the social determinants of health
- Focusing on the mental health needs of all age groups
- Using evidence to inform our work
- Being transparent and accountable

Our vision defines the overall outcome that we are working towards. Our mission describes our purpose and unique contribution. Our values and principles underlie our thinking and actions.

What does Center for PEACE Uganda do? We strive to:

- Provide a range of responsive programs in an atmosphere of mutual sharing
- Educate the wider community regarding mental health issues
- Develop and operate community-based mental health programs for people requiring support
- Work closely with other related services in the community
- Participate in developing other suitable programs in the community
- Take lead in enhancing the capacity of health professionals and other front line workers in mental health

Governing our organization is one of the most critical roles someone can play at Center for PEACE UG. That is why we recruit a variety of skill levels for every seat on the board.

What is the Job of Board Members?

- “Effective Governance....means ensuring that the appropriate process and structures are in place to direct and manage an organization’s operations and activities, and to ensure that they function well. The ultimate goal of good governance is to ensure the effectiveness, credibility and viability of the organization”.

What will be expected of me as a Board Member?

- Board Members are expected to attend and actively participate in board meetings (one meeting per month – 9 per year), and occasional special meetings and planning sessions.
- In addition, Board Members monitor the strategic plan, business plan, and annual budget, and help make decisions that guide the organization’s progress.
- You will also participate in regular evaluation of the board’s performance.

Responsibilities of the Board

- Ensure the organization moves forward fulfilling its mission and vision
- Monitor the Organizational Strategic Business Plan
- Ensure that the CEO has the resources for the organization to fulfill its mission and to finance its programs
- Provide financial oversight and accountability
- Maintain effective governance of the organization by using broad policies and objectives
- Ensure legal and ethical integrity and accountability of the organization
- Recruit and orient new board members and assess board performance
- Select and appoint a CEO to whom responsibility for the management of Center for PEACE Uganda is delegated

General Expectations of the Board

- Regularly participate in board meetings, committees and important related meetings
- Make a serious commitment to participate actively in board and committee work
- Stay informed about board and committee issues, prepare for meetings, and review and comment on minutes and reports
- Get to know other board members and build collegial working relationships that contribute to consensus
- Be an active participant in the board evaluation and planning efforts
- Avoid any conflict of interest
- Disclose all material facts and relationships, and refrain from voting when there is a conflict of interest
- Maintain confidentiality
- Participate in fundraising or special events

Opportunity

Center for PEACE Uganda has developed a Strategic Business Plan. The plan envisions a diverse, effective Board of Directors that is qualified to guide the organization, assumes its defined role and responsibilities, is willing and able to actively participate in board leadership and is motivated by our Mission.

This is an excellent opportunity to assist in ensuring the continued success of Center for Peace Uganda. As a board member you will enhance your career development and utilize your professional skills in a capacity that promotes the highest standards for services.

Application for Board of Directors

Part 1: Instructions

- To apply to be a member of the Center for PEACE Uganda Board of Directors, you must complete this form and submit it with a copy of your current resume.
- Please submit your completed form and resume via email:

Via Email: centerforpeaceuganda@gmail.com

Part 2: Personal Identification

To ensure our board representation, we need to know who you are, where you live, and what you do or did. If some areas make you uncomfortable, leave them blank.

Name		
Address	Business:	
	Home:	
Telephone Numbers	Business:	Home:
Fax Number	Business:	Home:
E-Mail Address	Business:	Home:

Part 3: Eligibility Criteria and Conditions of Nominations

1. Applicant must be eighteen (18) or more years of age;
2. Applicants may not be an Excluded Person.
"Excluded Person" means:
 - (i) any employee or staff member of the CFP Community Based Organization; and;
 - (ii) any spouse (including common law or same sex spouse), dependent child, parent, brother or sister of a person listed in (i) above;
3. Undischarged bankrupts are ineligible to serve as a director.
4. Have you ever been convicted of any criminal offence? A. Yes B. No. If Yes state the reason.....
.....
5. Directors must fulfill the requirements and responsibilities of their position, for example, preparing for and attending board and committee meetings, upholding their fiduciary obligations and working cooperatively and respectfully with other board members. Directors must comply with legislation governing the corporation, the corporation's by-laws and policies, and all other applicable rules.
6. Directors must sign a Declaration confirming their agreement to adhere to their fiduciary duties and board and corporate policies.

Part 4: Background

Education/Employment History: (Where, When, Doing what?)

If you have been on the board of any organization before, please list prior board experience:

Please describe any linkages you may have had with prior NGOs or community-based organizations:

Community Involvement: (Where, When, Doing what?)

Part 5: Conflict of Interest Disclosure Statement

Directors must avoid conflicts between their self-interest and their duty to the corporation. In the space below, please identify any relationship with any organization that may create a conflict of interest, or the appearance of a conflict of interest, by virtue of being appointed to the board.

Part 6: Personal Motivation

Why do you want to join the Center for PEACE Uganda Board? What do you bring to the group? What do you hope to learn? :

Describe personal or family involvements with mental health & addictions issues:

Part 7: Knowledge, Skills and Experience

The board seeks a complementary balance of knowledge, skills, and experience. Please indicate your areas of knowledge, skills and experience by completing Schedule A to this application.

Part 8: Declaration

By submitting this application, I declare the following:

- I meet the eligibility criteria and accept the conditions of appointment set out above.
- I certify that the information in this application is true.

Signature: _____ Date: _____

Application for Membership: Schedule A

Board Knowledge, Skills and Experience Matrix

Please indicate your areas of knowledge, skills and experience by checking off the relevant boxes in the table below. It is not expected that you possess knowledge, skill or experience in all the areas set out in the table. Please indicate only those areas that apply to you.

Accounting			Mental Health Industry Specific Experience		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Advocacy			Labour Relations		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Board and Governance			Legal		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Business Management			Political Acumen		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Education			Public Affairs and Communications		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Ethics			Quality and Performance Management		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Finance			Risk Management		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Government and Government Relations			Strategic Planning		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Human Resources Management			Lived Experience (Mental Health)		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced
Mental Health Industry Specific Knowledge			Indigenous		
<input type="checkbox"/> None	<input type="checkbox"/> Basic	<input type="checkbox"/> Advanced	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
			Bilingual		
			<input type="checkbox"/> Yes	<input type="checkbox"/> No	