

SIGBI PROGRAMME ACTION TEAM

To consider and advise the Director of Programme on all matters relating to programme action. The committee will operate within the SIGBI Strategic Plan.

The SIGBI Programme Action Committee will work closely with the SIGBI Programme Team and will be consulted and advise on matters of programme.

KEY TASKS

1. Implement relevant aspects of the SIGBI Strategic Plan in conjunction with other Committees of SIGBI as appropriate, within the time scale set.
2. Assist in the development of a strategy for programme work throughout SIGBI.
3. Support and advise Club/Region/National Association/Network/Country Programme Action Officers on SI and SIGBI Programme initiatives.
4. Assist in the development of policies and supporting materials relating to programme action.
5. Implement SIGBI and SI policies in relation to programme.
6. Formulate and implement an action plan for the work of the committee, set by the Programme Director, within agreed budgets, for the approval of the SIGBI Board.
7. Identify issues and make recommendations for inclusion in the SIGBI Strategic Plan.
8. Respond to current issues to Soroptimist International, particularly issues relating to the United Nations and the Commission on the Status of Women, at the request of the SIGBI Director of Programme.

MEMBERSHIP

The Committee will normally comprise:

Director of Programme, Assistant Programme Directors and representatives from the clusters of Asia (Nepal, Bangladesh, India, Pakistan, Sri Lanka), The Caribbean (Anguilla, Barbados, Grenada, Jamaica, St Vincent & the Grenadines, Trinidad & Tobago and Turks & Caicos) and Europe (UK, Malta, Republic of Ireland).

OPERATIONAL DETAILS

Business will normally be carried out by post, e-mail or other appropriate means.

The SIGBI Programme Action Team will meet as required. The Director of Programme will normally chair the meeting.