



SERVICE OPPORTUNITY WITH KRECS LTD

POST: BOARD OF DIRECTORS

KRECS LTD INVITES ALL HER FULLY REGISTERED MEMBERS TO APPLY FOR AN OPPORTUNITY TO SERVE AS A BOARD OF DIRECTOR FOR THE PERIOD 2019 – 2021.

THE FOLLOWING POSITIONS AWAITS COMPETENT INDIVIDUALS TO EXPRESS INTEREST TO THE KRECS VETTING COMMITTEE FOR ON-WARD ASSESMENT AND SUBMISSION TO THE GENERAL ASSEMBLY FOR ELECTION.

NO.	POSITION	No. OF VACANCIES
01.	BOARD CHAIRPERSON	01
02.	BOARD VICE – CHAIRPERSON	01
03.	BOARD SECRETARY	01
04.	BOARD TREASURER	01
05.	COMMITTEE MEMBERS	05

QUALIFICATION

FOR THE POSITION OF THE CHAIRPERSON BOARD, VICE CHAIRPERSON, SECRETARY AND TREASURER, ONE MUST BE A FULLY REGISTERED MEMBER WITH AN A'LEVEL CERTIFICATE OR ITS EQUIVALENT, 03 YEARS OF WORKING EXPERIENCE ON ANY KRECS COMMITTEE, HAVE 10 SHARES IN KRECS AND S/HE IS ABOVE 30 YEARS OF ADULT-HOOD

FOR THE 05 POSTS OF COMMITTEE MEMBERS, ONE MUST BE A FULLY REGISTERED MEMBER WITH 10 SHARES, A MINIMUM OF O'LEVEL CERTIFICATE, 02 YEARS OF LEADERSHIP CERTIFICATE AND S/HE IS ABOVE 18 YEARS OF ADULT-HOOD.

Details of each post responsibilities can be found at www.krecsltd.org and at KRECS main office

FEMALE CANDIDATES ARE ENCOURAGED TO APPLY AS THEY CONSTITUTE 30% OF THE FULL BOARD.

INTERESTED MEMBERS SHOULD COME AND PICK THE APPLICATION FORM FROM KRECS OFFICES BY PAYING WITH THE CASHIER A NON-REFUNDABLE FEE OF UGX 50,000. ONLY

Filled application forms should be returned to KRECS Main Office in Kyegegwa with all attachments including academic certificates, Share certificate, a photocopy of the payment receipt before the deadline date.

Deadline for submission of application is 24TH June, 2019 at 12.30pm

ANNOUNCED BY CHAIRPERSON VETTING COMMITTEE

Note: KRECS AGAIN INVITES ALL HER MEMBERS TO A SPECIAL GENERAL MEETING ON 29TH JUNE, 2019 AT GILMAN VALLEY RESORT HOTEL STARTING AT 10AM PROMPT TO ELECT THE NEW BOARD OF DIRECTORS FOR THE TERM OF 2019 - 2021.

Board Members Roles and Responsibilities

Responsibilities of Board Chairperson

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- ✦ Oversee Board and Executive committee meetings
 - ✦ Work in partnership with the Manager to make sure Board resolutions are carried out;
 - ✦ Call special meetings if necessary;
 - ✦ Assist the Secretary together with the Manager in preparing agenda for Board meetings;
 - ✦ Assist Manager and DCO in conducting new Board member orientation;
 - ✦ Oversee searches for a new Manager;
 - ✦ Coordinate Manager's annual performance evaluation;
 - ✦ Work with the vetting committee to recruit new Board members;
 - ✦ Coordinate periodic Board assessment with the Manager; Act as an alternate spokesperson for the organization;
 - ✦ Periodically consult with Board members on their roles and help them assess their performance;
 - ✦ Serve as a member to any one of the sub-committees.

Responsibilities of Board Vice Chairperson

- Attend all Board meetings;
- Carry out special assignments as requested by the Board Chairperson;
- Understand the responsibilities of the Board chair and be able to perform these duties in chair's absence.

Responsibilities of Board Secretary

Participate and play a vital part of the Board leadership;
Attend all Board meetings;

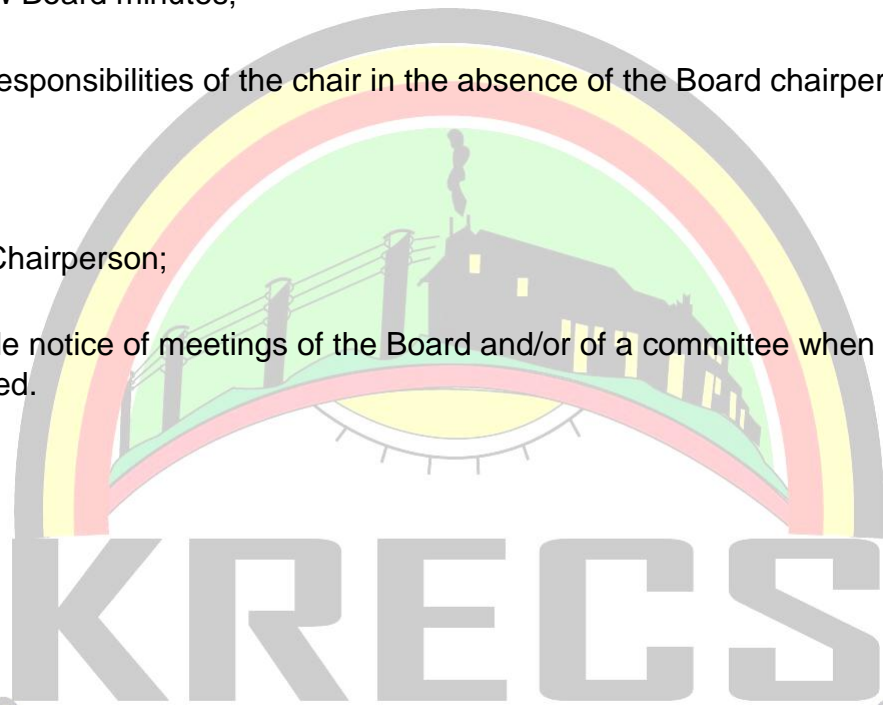
Serve on the executive committee;

Maintain all Board records and ensure their accuracy and safety;
Review Board minutes;

Assume responsibilities of the chair in the absence of the Board chairperson and

Vice-Chairperson;

Provide notice of meetings of the Board and/or of a committee when such notice is required.



Responsibilities of a Treasurer

- Understand financial accounting for utility cooperatives/society;
- Serve as Treasurer of the organization and as a member of the finance committee;
- Manage, with the finance committee, the Board's review of and action related to the Board's financial responsibilities;
- Work with the Manager and the chief financial officer to ensure that appropriate reports are made available to the Board on a timely basis;
- Assist the Manager or the chief financial officer in preparing the annual budget and presenting the budget to the Board for approval;

- Review the annual audit and answer Board members' questions about the audit;

Board Committee Member responsibilities / Job Description

KRECS LTD has as its ultimate goal the achievement of programmatic excellence and fiscal strength. Board members are legally responsible for the actions of the organization. Specifically, the Board governs the organization through active oversight of:

- a. Mission development and long-range planning;
- b. Financial management;
- c. Resource development and fund raising;
- d. Board education and development.

Each Board member must express and demonstrate a commitment to the mission of KRECS LTD and fully committed to the vision and service of KRECS LTD. Board members must be willing to give time and resources (skills, experience, finances) in providing leadership to KRECS LTD. In addition, the Board has a fiduciary responsibility to clients, their families, donors and the community – and is ultimately responsible for attracting funding and resources to ensure the financial viability of the organization and its programs.

Specifically, individual Board member responsibilities include the following.

- Provide continuing directions for planning, operation and evaluation of KRECS LTD programs and activities;
- Attend all Board meetings (including committee meetings, if applicable) and functions such as special events;
- Actively serve on at least one Board committee, as established, and offer to take on special assignments;
- Remain informed about the organization's mission, services, policies, and programs;
- Review agenda and supporting materials prior to Board and committee meetings.

- Make a meaningful annual financial commitment to KRECS LTD within his/her ability.
- Participate in developing fundraising policies.
- Actively participate in making viable introductions to individuals, corporations, foundations and other organizations – and to attend meetings as needed – to connect KRECS LTD to donated funds and needed in-kind goods, services and expertise;
- Inform others about the organization;
- Suggest possible nominees to the Board who will make significant contributions to the work of the Board and KRECS LTD;
- Keep up-to-date on the developments in KRECS LTD's field of expertise.
- Review, evaluate and approve the organization's financial affairs and policies.
- Follow conflict of interest and confidentiality policies.

