



**UNAIDS**  
JOINT UNITED NATIONS PROGRAMME ON HIV/AIDS

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March 1, 2007

**UNAIDS PROGRAMME COORDINATING BOARD  
CALL FOR NOMINATIONS OF NGO DELEGATES -2008-2009**

AFRICA, ASIA/PACIFIC, EUROPE

**PLEASE DISTRIBUTE WIDELY AND FORGIVE DUPLICATION**

**DEADLINE: 16 April 2007**

**Background**

The UNAIDS Programme Coordinating Board (PCB) is a unique opportunity for committed activists and HIV advocates to make a difference to HIV policy implementation globally and in their regions.

The NGO delegation to the Programme Coordinating Board (PCB) of the Joint United Nations Programme on HIV/AIDS (UNAIDS) has vacancies for two-year terms beginning 1 January 2008 and ending 31 December 2009, for the following positions:

1. Africa Alternate Delegate
2. Asia/Pacific Alternate Delegate
3. Asia/Pacific Delegate
4. Europe Alternate Delegate

The position of NGO delegates on the UNAIDS PCB is very important to the effective inclusion of community voices in the key global policy forum for HIV. NGO delegates represent the perspectives of civil society, including people living with HIV, within UNAIDS policies and programming.

**What is expected?**

PCB NGO delegates are expected to:

- actively seek input from their respective community on key issues related to UNAIDS policies and programmes;
- regularly provide information and update the broader civil society community about policy developments at the global level arising from the PCB;
- actively advocate with governments and Cosponsoring organizations (the United Nations organizations that make up the UNAIDS 'family') for meaningful improvements in the implementation and evaluation of HIV policies and programmes.

## **What kind of delegate are we looking for?**

The PCB NGO delegation has established the following selection criteria:

- a zeal to positively influence policy decisions in favour of all affected communities;
- past or current experience in community representation on HIV issues;
- knowledge and understanding of HIV issues that transcend the country level;
- experience and understanding of international policy-making and advocacy;
- a comprehensive knowledge and understanding of HIV and political consequences of the pandemic;
- the ability to communicate and liaise effectively with networks of NGOs, community-based organizations (CBOs) and groups of people living with HIV in their regions and with key contacts (including facilities and means to communicate by telephone, fax and e-mail);
- time to dedicate to their participation in the PCB and other activities of the NGO delegation;
- excellent knowledge of English (ability to participate in meetings and conference calls, read and write);
- committed to promoting and advancing the NGO Code of Good Practice, the Declaration of Commitment on HIV/AIDS June 2001 (UNGASS) and the GIPA principal (Greater Involvement of People Living with HIV).

## **What it means to be a PCB NGO delegate?**

The role of a PCB NGO delegate is that of a volunteer - there is no payment for participating. Travel and per diem costs are covered by the UNAIDS Secretariat. Delegates are expected to allocate 10- 20% of their working time to delegation duties. The delegate's organization is expected to facilitate and guarantee the use of office space, communications systems and facilities to its representatives when engaged in PCB duties and tasks.

Currently the Board meets three times in two years (twice in Geneva in June and once at another location usually in December). It is expected that the successful candidate will attend the Board meeting scheduled June 25-28, 2007 in Geneva as an observer. Usually, the delegation has 2-3 days of preparatory meetings on site before the Board meeting and a two day planning and orientation meeting in January or February. There are working groups in which PCB NGO delegates will be expected to participate.

Nominations are invited from civil society organizations, community-based groups and networks. Please note that although organizations will be selected as NGO delegates, the name and personal statement of the representative of candidate organizations must be included in the nomination application.

Please refer to the Terms of Reference of the NGO Liaison Committee for further important details. The TOR is available at:



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[http://www.unaids.org/unaid resources/images/Partnerships/PCB\\_NGO\\_Terms%20of%20Reference\\_2007\\_en.pdf](http://www.unaids.org/unaid resources/images/Partnerships/PCB_NGO_Terms%20of%20Reference_2007_en.pdf)

### **How to submit applications:**

The application form can be found at

[http://www.unaids.org/unaid resources/images/Partnerships/PCB\\_NGO\\_Application%20form\\_2007.doc](http://www.unaids.org/unaid resources/images/Partnerships/PCB_NGO_Application%20form_2007.doc) . The completed application form and accompanying documents will be accepted by e-mail at [csp@unaids.org](mailto:csp@unaids.org) until **16 April 2007**. Documents should be sent in MS Word, or Adobe pdf format and should be clearly labelled with the candidate's first and last names as they appear on your passport. **Documents sent by fax or by mail will not be reviewed.**

Shortlisted candidates will be contacted to take part in a telephone interview during the first two weeks of May. Subject to available funding, selected candidates will be invited to attend the June 25-27 UNAIDS PCB meeting as observers, where their appointment will be recommended for approval by the whole Board.

The selection will be made by the current PCB NGO delegates with input from impartial regional and international networks of Aids Service Organizations and organizations of people living with HIV.

For further information please contact:

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