

## **AFRIKA BURNS CREATIVE PROJECTS NPC : DIRECTOR FACT SHEET NON-EXECUTIVE DIRECTORS**

Afrika Burns Creative Projects NPC is a registered Non-Profit Company, and is recognised as a Public Benefit Organisation (PBO). The organisation has a two-tiered governance structure consisting of Members and Directors.

AfrikaBurn's Memorandum of Incorporation (or founding documents) sets out the organisation's purpose and object.

To advance a culture of creativity: upholding and promoting freedom and diversity of expression, inclusive community building and volunteerism with the aim of fostering positive social change, which:

- Creates a blank canvas to actualise and promote a wide spectrum of arts and culture in South Africa at and through the annual AfrikaBurn and other events;
- Implements developmental, creative social outreach projects that uplift and include the marginalised and underprivileged;
- Innovates and collaborates with local and international partners to foster cultural, skills and knowledge exchange in the AfrikaBurn community, the Burning Man Regional Network and beyond; and
- Implements and supports projects which enrich education, preserve and regenerate the planet and protect non-human life from abuse and degradation.

### **WHAT ARE THE OBLIGATIONS/EXPECTATIONS OF BEING A NON-EXECUTIVE DIRECTOR?**

The Board of Directors is comprised of a majority of Non-executive Directors who, together with the Executive Director/s, are responsible for the development of strategic planning and have broad responsibility to ensuring the ongoing operations of the company towards its objects as set out in the MOI.

This includes:

- the establishment of strategic goals for the company;
- ensuring resources and compliance for operations and activities;
- oversight of the annual programs and calendar of events; policy development;
- sound management of AfrikaBurn's finances; and
- legal, fiduciary and compliance responsibilities to the non-profit company and its status as a PBO.

Directors are subject to the AfrikaBurn Code of Conduct and all company policy and procedures, including an annual Board review.

Non-executive Directors receive no remuneration for their service – they serve voluntarily. They are appointed for a three-year cycle, and may serve a maximum of three consecutive terms.

In order to be eligible to become a Non-executive Director a candidate must meet the following minimum requirements:

1. Be demonstrably familiar with the projects of AfrikaBurn.
2. Be familiar with the guiding principles and enact practical application.
3. Have sound leadership skills, organisation skills and communication skills.
4. Bring specific expertise to the Board that is relevant to the company's objects, strategic goals, specific programs or general best practice (eg. creative, cultural, environmental, legal, financial)
5. Understand the role of Director as one of service to the AfrikaBurn community.
6. Understand the duties and obligations of service as a Director, and carry these out with integrity.
7. Be confident that you can and will allocate sufficient time to diligently and timeously fulfil these duties. (This is generally estimated to be 20 hours a month, and which will increase at key times.)
8. In addition to the above, voluntarily attend the annual Bosberaad and the AGM (3 days)

9. Members may also from time to time request the attendance of a Non-executive Director/s at any Special Members Meeting if relevant
10. Be legally eligible to hold the office of Director under South African Company Law.

Afrika Burns Creative Projects is committed to building a balanced Board that reflects the diverse and inclusive community we strive to be. Candidates from all walks of life, backgrounds, abilities, orientations and interests who meet the minimum requirements are encouraged to apply.

#### **HOW ARE NON-EXECUTIVE DIRECTORS ELECTED?**

Non-executive Directors are elected by the Members of Afrika Burns Creative Projects NPC.

Applicants must meet a voting threshold to be elected.

Applications are open all year round, but must be submitted to AfrikaBurn's Members Secretariat by end of August annually (two months prior to the annual AGM at the end of October) in order to be considered for voting at that AGM.

#### **WHAT IS THE APPLICATION PROCESS?**

If you, or a willing and able nominee, has the experience and drive to support the organisation and the community it serves through this vital volunteer role, please:

1. Submit your application pack to [memsec@afrikaburn.com](mailto:memsec@afrikaburn.com) **by midnight of Sunday 31 January 2021.** Applications must include (in PDF format please):
  - The completed **Interview Questionnaire** <https://www.afrikaburn.com/wp-content/uploads/2021/01/NED-Application-Questionnaire-202008.docx>
  - The completed **VIA survey**: <http://www.viacharacter.org/www/Character-Strengths-Survey>
  - Your **Curriculum Vitae**
  - A letter of **motivation**
  - A letter of **endorsement** from someone in the Burn community. (please include their contact details).

Candidates will be invited to interview, which will be concluded by Friday 12 February. (Interviews are conducted online and will be recorded.)