

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. Have attended the annual AfrikaBurn creative community gathering in Tankwa Town
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 must be submitted to AfrikaBurn's Members Secretariat (memsec@afrikaburn.com) by the stated deadline in order to be considered for voting at that AGM.

Incomplete application packs unfortunately will not be considered.

WHAT IS THE APPLICATION PROCESS?

If you have the experience and drive to support the organisation and the community it serves through this vital volunteer role, please:

1. Contact the Members Secretary with a formal expression of interest. This should include your CV and a cover letter explaining your connection with AfrikaBurn (the event and, if applicable, the organisation) and why you believe you have the capacity and experience to serve on the Board.
2. Submit your expression of interest to memsec@afrikaburn.com **by midnight of Monday 17 October 2022**
3. Applicants who meet the stated criteria will then be asked to complete
 - A written **Interview Questionnaire**
 - A **VIA survey**: <http://www.viacharacter.org/www/Character-Strengths-Survey>
 - A letter of **endorsement** from someone in the Burn community (including their contact details). Send these in PDF format to memsec@afrikaburn.com by midnight of Monday 24 October 2022
4. Applicants will then be invited to an interview, to take place between 25 October and 4 November (Interviews are conducted online and will be recorded.)