

**1. Purpose of the Executive Committee:**

- 1.1. Act on behalf of the Lead Group to oversee the development and implementation of the Movement's strategy and its operating modalities; and
- 1.2. Support the Coordinator to galvanise political commitments to nutrition and to promote the ethos and values of the Movement.

**2. Roles and responsibilities:**

- 2.1. Provides guidance and support to the Coordinator's focus on results for improving the nutritional status of mothers and children;
- 2.2. Oversees efforts to align support for all SUN countries to achieve results by encouraging that:
  - a) Appropriate mechanisms are in place to track the impact and implementation of the strategy and advise the Coordinator on the course-corrections required;
  - b) The work of the Secretariat and Networks is aligned with the Movement's strategic objectives and that they are adequately resourced;
  - c) The providers of assistance are organised in ways that enable support that is timely and predictable, efficient and effective, relevant and prioritised.
- 2.3. Develops its expected deliverables, for approval by the Lead Group.

**3. Reporting and Accountability:**

- 3.1. Oversees the development and implementation of the Movement's strategy;
- 3.2. Reports to the Lead Group. The chair of the Executive Committee will be an *ex officio* member of the Lead Group;
- 3.3. Provides guidance and support to the SUN Movement Coordinator;
- 3.4. Oversees the work of the Secretariat, the Networks and the mechanism for organising assistance providers;
- 3.5. Oversees the delivery of the annual SUN Movement progress report and provides an account of progress to the SUN government focal points at their annual Global Gathering; and
- 3.6. Has no legal status or binding obligations and its members have no legal or fiduciary responsibility for the Movement.

**4. Ways of working:**

- 4.1. Uses the updated SUN Movement Strategy 2016-2020 as its guiding framework;
- 4.2. Once formed will transparently develop its rules of procedure, rhythm of work, expected deliverables and a process for the appointment of its chair for agreement by the Lead Group;
- 4.3. The chair of the Executive Committee will serve as an *ex officio* member of the Lead Group, the body appointed by the UN Secretary General to have overall responsibility for the Movement's progress;
- 4.4. Members serve for the good of the Movement in a personal capacity, rather than representing any particular nation, organisation or network. As an exceptional measure, Executive Committee members may designate *one* person to deputise in their absence;

- 4.5. Carry out its oversight and support functions in an impartial manner and towards the benefit of the Movement's goals. Executive Committee members will recuse themselves from discussions where there is a potential conflict of interest that might inappropriately influence the committee's decisions. The recusal may be initiated by the relevant member, or by the Chair. An *in-camera* session will be a standing agenda item;
- 4.6. Meet no less than four times a year, and at least once in person at the SUN Global Gathering. Additional meetings may be called by the chair of the Executive Committee;
- 4.7. A quorum of more than 50% will be needed to hold the meeting;
- 4.8. Decisions will be reached on a consensus basis, followed by a simple majority;
- 4.9. Should a member resign from the Executive Committee a replacement will be sought; and
- 4.10. Network facilitators will be invited to observe the meetings of the Executive Committee, unless an *in-camera* session is required.

## 5. Executive Committee members profile:

- 5.1. Members should be aligned to the aims of the SUN Movement, its values, ethos and principles;
- 5.2. Membership will reflect, but not represent, the diverse countries, organisations and networks of the Movement. Consideration will be given to a SUN country's state of scaling up nutrition, its economic status and its region.
- 5.3. Members should be senior persons within their own organisations, and be prepared to serve in a personal capacity *for the good of the Movement*.
- 5.4. Members must be available to serve for at least two years, and should be prepared to commit sufficient time to the role;
- 5.5. The role is without remuneration, although some funds will be available to support travel expenses for specific occasions. Rates will follow – as guidance – the UN system's rules and procedures; and
- 5.6. The working language of the Executive Committee will be English.

## 6. Process for selecting members of the Executive Committee:

- 6.1. Proposed by the networks and confirmed by the chair of the Lead Group for a period of two years;
- 6.2. Reflects the diversity of stakeholders in the Movement, and has gender and geographic balance.
- 6.3. Consists of a maximum of 16 people: five people chosen by SUN government focal points and a total of ten members drawn from the donor, business, civil-society and UN system networks. The SUN Movement Coordinator will serve as an *ex-officio* member.
  - a) Membership drawn from networks will be weighted as follows: Donors (3); Civil Society (3); UN system (2); Business (2).
  - b) Networks will consult transparently with their membership and each propose candidates to the Transitional Stewardship Team, through the Coordinator *a.i.*;
  - c) Network facilitators are discouraged from serving on the Executive Committee to reduce the risk of potential conflicts of interest;
  - d) **The deadline for proposals from the networks is 15<sup>th</sup> August 2015.**
- 6.4. The process for proposing five people from the network of SUN government focal points will necessarily be different:

- a) The Secretariat will issue a call for expression of interest through the network of SUN government focal points;
- b) Candidates should be proposed by Government focal points. They can be either the Government focal point or another person from the Government considered meeting the requirements for membership of the Executive Committee;
- c) Interested candidates will be asked to provide a brief statement of purpose outlining their credentials for membership of the Executive Committee;
- d) Following the receipt of candidate profiles proposed by Government focal points, the Secretariat will propose candidates to the Transitional Stewardship Team through the Coordinator *a.i* ;
- e) **The deadline for proposals from SUN government focal points is 15th August 2015.**