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Recruitment for CISV Resources & Infrastructure Working Group

Background

CISV Member Associations are supported by CISV International that is made up of the CISV International's Office based in Newcastle upon Tyne, as well as a number of volunteer based committees and delivery teams.

CISV Member Associations are financially independent of the International organization and have the capacity to raise funds locally in various way. These would include:

- Fundraising;
- Grants;
- Membership Fees;
- Activity or Participation Fees;
- Levies; and
- In-kind gifts and other specific purpose donations.

CISV International currently derives its income in a variety of ways.

These include:

- Membership Fees;
- Participations Fees;
- Penalty Payments;
- Interest on Investments;
- Regular and one-off grants; and
- General and specific fundraising initiatives.

The Resources & Infrastructure Committee prepares an annual budget for CISV International and that budget is approved by the Governing Board.

Certain fees within that budget cannot be increased above an agreed threshold without the formal support of the Membership.

Project Scope

The CISV Resources & Infrastructure Committee has initiated a project to manage a working group that will review the fee structure of CISV International and make recommendations if changes are considered appropriate.

This working group will assess all international fees taking into account:

- The priorities set out in the current CISV International Strategic Plan;
- The potential outcomes of the Programme Review;
- Information available relating to the real cost of providing CISV International Programmes;
- The relevance of Host Fees provided to Members as part of the current fee structure;
- Information available relating to competitive alternatives to CISV Programmes and Activities;
- Information available from CISV Member Associations relating to the costs of running and developing an Association and Chapters; and
- Any specific direction provided by the Governing Board.

The working group will report regularly to the Resources & Infrastructure Committee and put forward recommendations relating to a new or revised fee structure.

Out of Scope

This study group will not assess or take into account any fees set at the CISV National Association or Chapter level, although the study group may seek information relating to those local fees and related costs from selected National Associations or selected Chapters.

However, the group may make recommendations that National Associations or Chapters may consider in how they set their fees.

Study Working Group Resourcing

The Resources & Infrastructure Committee is calling for applications from people with the requisite knowledge and experience to make a positive contribution to the study.

The key attributes required to be a member of the Working Group and study include:

- **Experience in cost-benefit analysis, and cost-effectiveness analysis across an organization;**
- **An understanding of budget processes and financial routines;**
- **Ability to differentiate between direct and indirect costs;**
- **Practical business sense;**
- Experience in financial modelling;
- Creativity and providing innovative solutions;
- Communication skills;
- Some knowledge or understanding of the current CISV International fee structure;
- Organizational / business management (Experience of NGOs would be beneficial);
- Understanding of actuarial science would be beneficial.

It is not expected that all members of the working group will have all of the above attributes.

These positions will be advertised on the CISV International website and in the weekly IO Update.

If you to want to discuss the project and/or are interested in applying, please contact the committee at resources.infrastructure@cisv.org.

Proposed Project Timeline

The project timeline has not been agreed but we estimate that it will be a 2-year project and the following information can be taken as broad guideline.

- Finalise Resource Recruitment and Project Initiation – October 31, 2019;
- Initial Assessment Period – March 31, 2020;
- Recommendations submitted to Governing Board – November 30, 2020;
- Possible Member decisions 2021