

Leadership team (LT) Charter

General Function & Description of role

- To **lead, coordinate and manage** the activities of the AIM-PROGRESS initiative, ensuring effective use of membership fees and involvement by member companies.
 - In particular to **set strategy and ensure its effective execution** through work streams and projects.
 - To **support the Secretariat in organization of member meetings** and other events as needed by the membership, then provide appropriate communication for members and other stakeholders, to develop appropriate engagement.

Membership and principles of composition

The members of the LT and its desired composition follow these principles;

- A blend of the more **knowledgeable and dynamic individuals who are actively engaged in a work stream in a leading role or have a desire to do so**, from a cross-section of members and types of companies, including at least 1 supplier member.
 - This ideally includes a balance of gender, geographical spread, company size/type, sector and experience.
- The number of LT members will depend on the number of roles to be filled, but **stay below one third of the overall membership**
- When seats on the LT become available, the Secretariat notifies the membership for expression of interest¹.
- Seats on the LT are then offered through the Co-Chairs with input from the larger LT on an individual (not company) basis, given that person's desire or proven track record to play an active leading role in one of the work areas of AIM-PROGRESS.
- The invitation to join the LT is made against the following criteria: experience in Responsible Sourcing, desire/ability to contribute, proven contribution to A-P already (co-leading a work stream or a project being a strong preference), company support and availability to join calls/meetings.
- The LT position is for a term of 3 years. Current LT members are able to step down if they wish as job changes or company priorities dictate. Opportunity will be given to new members to join on the criteria outlined above. LT members can also exceed the

¹ Interested members will be asked to specify their experience in responsible sourcing, their track record of actively engaging in work streams or other AIM-Progress projects or their desire to do so in the future.

mandate if agreed with the co-chairs, and if they intend to continue playing an active role.

- All LT members are expected to take on specific duties as part of their role to take their assigned areas of the AIM-PROGRESS agenda forward. Additionally, LT members are expected to be more active than non-LT members and attend 2 of the 3 annual member meetings, plus 2/3 of the monthly conference calls.

Mode of Operation

The LT is run by the Executive Director, supported by the Secretariat.

The LT shall meet (virtually) on a monthly basis, plus other meetings around the main member meetings or as specific projects/opportunities require.

The LT's budgetary management role shall be in supporting the Secretariat to manage within budget through co-ordination of work stream activities, but the final accountability lies with the ED.

The LT shall also advise the AIM Director-General on the (re)appointment of the Co-Chairs and ED, through the Secretariat.

Decisions by the LT are taken **preferably by consensus**. If consensus cannot be reached the majority opinion will prevail. If no clear majority opinion emerges, the co-chairs and Executive Director will make the decision on behalf of the LT.

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