

RECRUITMENT PACK: BOARD CHAIR

ENGINEERS
AGAINST
POVERTY



Introduction

Thank you for your interest in Engineers Against Poverty (EAP) and the Chair position. After a long and successful tenure, Professor Paul Jowitt is due step down as Chair later this year. As we look to the future, we are seeking an experienced and highly accomplished international figure to fill the position.

The Chair role (an unpaid position) exists to ensure the Board of Trustees is effective in upholding the vision and values of EAP and to ensure it delivers its mission in accordance with our constitutional, legal, and financial obligations.

The successful candidate will join a dynamic and ambitious organisation which currently works in 20 countries and in partnership with major international organisations. As we develop a new strategic plan 2025 - 2030, we are seeking an exceptional individual to be our new Chair. That person must be highly motivated and capable of guiding the organisation through this next period and on to even greater success.

In this recruitment pack you will find:

- Overview of EAP
- Role Description
- How to Apply.

OVERVIEW OF EAP

Tackling global challenges, such as climate change, inclusive growth and meeting the Sustainable Development Goals, requires more and better-quality infrastructure. However, it is estimated that there is a \$15 trillion gap between global infrastructure needs and spending through to 2040. Whilst the focus is often on mobilising additional investment to fill this gap, there is a significant opportunity to increase available resources by reducing the one third of investment lost on average through corruption, mismanagement and other forms of inefficiency. This is where EAP comes in.

We work with stakeholders from government, industry and civil society to improve infrastructure governance. This includes hosting the International Secretariat of CoST, the Infrastructure Transparency Initiative (CoST).



CoST promotes the disclosure of data on infrastructure investment. This helps to inform and empower stakeholders and enables them to hold decision-makers to account. Accountability is a catalyst for reforms that improve decision-making and reduce inefficiency. And the ultimate impact of this work is better value for money invested in and better-quality infrastructure and services.

In addition to our work on governance, we improve the rights of construction workers, we help build the capacity of professional engineering institutions in Africa and we support the delivery of UK Government technical assistance programmes around the World. Here are some examples of our impact:

- Saving public money: The [Ministry of Finance](#) in Thailand reports that CoST has helped it save hundreds of millions of dollars through the deterrent effect of transparency and accountability. [In Afghanistan](#), working in extremely challenging circumstances, CoST prompted the adoption of a project review mechanism that saved more than \$8m in 2018–2019 alone.
- Increasing market competition: CoST Uganda worked with the private sector to [improve business practice](#). This resulted in the number of bids per tender for infrastructure projects increasing from 1.6 in 2019 to 12.5 in 2020. [In Ukraine](#), CoST increased the proportion of road contracts subject to open bidding from 53% in 2018 to 96% in 2021.
- Investing in Green Cities & Infrastructure: EAP works in alliance with PwC and other partners to deliver the UK Government's [Green Cities & Infrastructure Programme](#) (GCIP). In its first 16 months, GCIP delivered high-quality technical assistance to partners in 25 countries and 36 cities.
- Protecting migrant workers: Migrant workers who were employed to build the infrastructure needed for the 2022 World Cup, informed EAP that the late and non-payment of wages was a persistent problem. We worked with a range of stakeholders and proposed an electronic wage protection system (WPS). [The WPS was established in 2015](#) and eventually afforded new rights to more than a million workers.

EAP was launched in 1998 as a charity and non-profit company by the UK's leading professional engineering institutions, including the Institution of Civil Engineers, the Institution of Chemical Engineers and the Royal Academy of Engineering. We continue to have a good working relationship with these institutions.

We are headquartered in the UK and our day-to-day activities are coordinated by a small team based in London, with individual staff members in other international locations.



We are governed by a board of trustees comprising nine members. We have developed a lean and efficient organisational structure that enables us to provide a good return on investment to our supporters. More information on EAP [can be found here](#).

ROLE DESCRIPTION

1. General description

Work closely with the Executive Director to ensure that the charity has a clear vision, mission and strategic direction and that the charity, the Trustees and the Executive Director are focused on achieving these. To ensure an effective relationship between the board, the executive and external stakeholders. Acting as a spokesperson and figurehead as appropriate. To liaise with and support the Executive Director.

2. Reporting To: Board of Trustees

3. Time commitment

Four Board meetings per year on average and one Annual General Meeting. Meetings are typically of one-and-a-half to two hours in duration. The Chair will be asked to join one or more subcommittees that tend to conduct business via email. Additionally, the Chair is also expected to have regular meetings with the Executive Director and may occasionally represent the Charity at events and meetings with key stakeholders.

4. Remuneration

The role of Trustee is not accompanied by any financial remuneration but out-of-pocket expenses (e.g. travel, accommodation and stationery) can be reimbursed.

5. Purpose of the role

Trustees are expected to demonstrate the following: To hold the Board and Executive Team to account for the Charity's mission and vision, providing inclusive leadership to the Board of Trustees, ensuring that each trustee fulfils their duties and responsibilities for the effective governance of the charity.



The Chair will also support, and, where appropriate, challenge the Executive Director and ensure that the Board functions as a unit and works closely with the Executive of the charity to achieve agreed objectives. He or she will act as an ambassador and the public face of the charity in partnership with the Executive Director.

6. Principal responsibilities

The principal responsibilities of the Chair include but are not necessarily limited to:

1.Strategic leadership

- Provide leadership to the Charity and its Board, ensuring that the Charity achieves maximum impact for its beneficiaries
- Monitor the performance and impact of the Trustees in fulfilling their duties and responsibilities for the effective governance of the Charity
- Responsibility for the Board operating within its charitable objectives, and provide a clear strategic direction for the Charity
- Put arrangements in place so that the Board regularly reviews major risks and associated opportunities, and satisfies itself that it can take advantage of opportunities, and manage and mitigate the risks
- Responsibility for the Board fulfilling its duties to maintain sound financial health of the Charity, with systems in place to allow financial accountability.

2. Governance

- Responsibility for governance arrangements working in the most effective way for the Charity
- Developing the knowledge and capability of the Board of Trustees
- Encouraging positive change and, where appropriate, address and resolve any conflicts within the Board
- Appraising the performance of the Trustees and the Board on an annual basis
- Regularly refreshing the Board of Trustees incorporating the right balance of skills, knowledge and experience needed to govern and lead the Charity effectively, reflecting the wider population
- Working within any agreed policies adopted by the Charity.



3.External Relations

- Act as an ambassador for the cause and the Charity
- Maintain close relationships with key stakeholders and influencers
- Act as a spokesperson for the organisation when appropriate
- Represent the charity at external functions, meetings and events
- Facilitate change and address any potential conflict with external stakeholders.

4.Efficiency and Effectiveness

- Chair meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Trustees should be fully engaged and decisions taken in the best, long-term interests of the Charity, the Board taking collective ownership
- Foster and maintain constructive relationships with and between the Trustees
- Work closely with the Executive Director to give direction to Board policymaking and to ensure that meetings are well planned, meaningful and reflect the responsibilities of trustees
- Monitor that decisions taken at meetings are implemented.

5.Relationship with the Executive Director

- Establish and build a strong, effective and a constructive working relationship with the Executive Director, as s/he is held to account for achieving agreed strategic objectives
- Support the Executive Director, whilst respecting the boundaries which exist between the two roles
- Maintain regular contact with the Executive Director and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges
- Liaise with the Executive Director to maintain an overview of the Charity's affairs, providing support as necessary
- Conduct periodic appraisals and remuneration review for the Executive Director in consultation with other Trustees
- Ensure that the Executive Director has the opportunity for professional development and has appropriate external professional support



7. Person Description

In addition to the qualities required of a Trustee of the Charity, the Chair must also meet the following requirements:

1. Personal Qualities

- Demonstrate a strong and visible commitment to the Charity, its strategic objectives and cause
- Personal gravitas to lead a significant international organisation
- Exhibit strong inter-personal and relationship building abilities and be comfortable in an ambassadorial role
- Demonstrate tact and diplomacy, with the ability to listen and engage effectively
- Strong networking capabilities that can be utilised for the benefit of the Charity
- Ability to foster and promote a collaborative team environment
- Observe high standards of honesty and integrity
- Ability to commit time to conduct the role well, including travel and attending events out of office hours.

2. Experience

- Significant experience in at least five from: engineering, infrastructure, financing, governance, labour issues, climate change, international development, sustainability, resilience and poverty reduction
- Experience of operating at a senior strategic leadership level within an organisation
- Successful track record of achievement through their career
- Experience of charity governance and working with or as part of a Board of Trustees
- Experience of external representation, delivering presentations and managing stakeholders
- Experience of change management
- Significant experience of chairing meetings and events.

3. Knowledge and skills

- Broad knowledge and understanding of the infrastructure sector, current issues affecting it and its role in reducing poverty, particularly in low and middle-income countries
- Strong leadership skills, ability to motivate staff and volunteers and bring people together
- Financial management expertise and a broad understanding of charity finance issues
- Good understanding of charity governance issues.



HOW TO APPLY

Applicants should submit the following:

- A CV of no more than 2,000 words, including details of positions held and dates
- A supporting statement of no more than 1,000 words, explaining your motivation in becoming a trustee and addressing how you meet the role description
- Contact details (full name, phone and email) for two referees. Please note that we will not take up references without your prior permission.

Applications should be submitted to Petter Matthews at p.matthews@engineersagainstopoverty.org no later than 9th June 2025. Your application will be acknowledged and treated with strictest confidence. It is anticipated that interviews will be held in the third week of June.