**2019. Appointment of External and Internal Representatives**

**Deadline: 6 September 2019**

This report summarises the arrangements for the appointment of members designated to undertake official duties on behalf of the Federation, the expectations of the work that will be carried out and the reporting arrangements and lines of accountability.

The report contains brief details and web references to sources of additional information about each of these positions, and the members currently designated to carry them out.

Other than in the case of the Election Officer, the designated person(s) are expected to:

* Propose the priorities in their field of representation;
* Update de President and the Executive on priorities at European or global level in their areas of representation and member organizations;
* Collect feedback from our member organisation to the work of partners/networks;
* Report key developments in European Social Worker, the IFSW website, blog and Facebook;
* Provide a brief quarterly written or verbal report on their activities to the European President;
* Present an annual report to the Delegates Meeting;

Expenditure arising from the activities of designated representatives not eligible for reimbursement by the organisations concerned requires to be authorised in advance by the IFSW Europe Treasurer.

The Executive Committee hopes that members will find the following brief information about these important positions of assistance. Further details about activities carried out over the past year will be provided at the Delegates Meeting.

In the interests of equal opportunities and for the benefit of members wishing to be considered but unable to be present, all candidates for these appointments should complete the accompanying proforma and attach it to an email addressed to Teodora Dobre, IFSW Europe Honorary Secretary: europe.ifsw@ifsw.org certainly by **6 September 2019**.

The Executive Committee will appraise the Delegates Meeting of the Expressions of Interest received for each position and any recommendations they wish to make about the appointments that are considered most appropriate, having regard to the skills and experience of the members concerned and the position applied for.

Where a vote is necessary to determine a particular appointment there will be a ballot.

**Representative to the Council of Europe and a support team for this person**

Fernanda Rodrigues from Portugal currently undertakes these duties and full details of her activities over the past year will be reported to members at the Delegates Meeting.

**European contact person for the Global Human Rights Commission and a support team for this person**

Marcin Boryczko currently undertakes these duties and full details of her activities over the past year will be reported to members at the Delegates Meeting.

**European contact person for the Global Permanent Committee on Ethics and a support team for this person**

Jane Shears from the United Kingdom currently undertakes these duties and full details of her activities over the past year will be reported to members at the Delegates Meeting.

**Representative to the European Social Platform and a support team for this person**

John Brennan currently undertakes these duties and full details of her activities over the past year will be reported to members at the Delegates Meeting.

**Representative to the European Anti-Poverty Network and a support team for this person**

Fran McDonnell from the United Kingdom was appointed to represent IFSW Europe at EAPN and Jhon Brennan from UK is a supporting member. Full details of their activities over the past year will be reported to members at the Delegates Meeting.

**Representative to the EU Fundamental Rights Platform and a support team for this person**

Graça André from Portugal currently undertakes these duties and full details of her activities over the past year will be reported to members at the Delegates Meeting.

**IFSW Europe e.V Election Officer**

The job of the Election Officer is to ensure that IFSW Europe’s elections conform to the Federation’s statutes and byelaws. Ruth Allen from the United Kingdom currently undertakes these duties.