



MEMBERS OF THE ANNUAL GENERAL MEETING/GOVERNANCE

OPPORTUNITY TO BECOME - FRIENDS OF SOS CHILDREN'S VILLAGES

About Us

SOS Children's Villages Zambia is part of a global federation dedicated to the care and support of children without parental care and families at risk. We work to ensure every child belongs to a family and grows with love, respect, and security. Join our mission-driven team and contribute to sustainable change.

About Friends of SOS Children's Villages

The SOS Children's Villages Zambia Constitution provides for the establishment of the Annual General Meeting (AGM) as an oversight governance body with the mandate to receive, review and approve the SOS Children's Villages Board Chairperson's Annual Reports, appoint Lawyers, auditors and Bankers and conduct elections for Chairperson, Vice Chairperson and Treasurer of the Trust as well as to perform other constitutional functions prescribed in the SOS CV Constitution. Trustees of SOS CV and Membership of the AGM is voluntary.

Purpose

To broaden the AGM membership to which the Board would present its Annual reports, make institutional, operational and governance policies as well as subject its members for elections. The broader membership would facilitate the creation of a pool of dedicated '*friends of SOS*' that would constitute an AGM or Members of SOS CV Zambia.

The AGM membership would also be the pool from which possible SOS CV Committee members and potential Trustees could be elected from to occupy vacancies on the Board of Trustees when they occur between AGMs.

Objectives for Appointing Friends of SOS Children's Villages

1. To broaden and strengthen the AGM as the apex decision making body.
2. To increase and enhance policy enhancement for the member association (MA) with a governance structure that provides broader membership, increased consultation, and decision-making.
3. To create a pool of members from which perspective Trustees and Board Committees may be elected.



4. To enable the Trustees gain from the diversity of a broader membership for improved policy formulation, child support facilitation, and other operational support
5. To enhance decision support systems through robust and broadened Committees.
6. To broaden the Board's fund-raising role and networking profile.
7. To uphold and promote the highest standards of child safeguarding in all activities, in line with our Child Protection Policy.

Education/Knowledge/Technical Skills and Experience

- Minimum of Bachelor's degree in any relevant field or appropriate professional qualification.
- Must have Board and governance experience from at least two Boards.
- Experience within an NGO or donor-funded environment is a strong advantage.
- Must be a member of a legally recognized Professional body, Institute of Directors, Governance Foundation, Child based network organization, Youth network organization, Faith-based body, Gender Based Organization, Chamber of Commerce, Civil Society Organisation, or a Rights advocacy network.

Core Competencies and Personal Attributes:

- Unquestionable integrity, objectivity, and a commitment to Children's rights.
- Excellent analytical, numerical, and critical thinking skills.
- Strong written and verbal communication abilities.
- A proactive collaborator with the capacity to build effective partnerships.

How to Apply:

Interested and qualified candidates are invited to submit:

1. A **one-page cover letter** detailing motivation and suitability for the role.
2. A concise **Curriculum Vitae (max. 3 pages)**.

Submit your application via email to jobs@sos-zambia.org by **close of business on 15 May 2026**.

Please indicate '**Fiends of SOS**' in the subject line of your email.

Note: Only shortlisted candidates will be contacted.

SOS Children's Villages Zambia is an Equal Opportunity Organisation.

We celebrate diversity and are committed to creating an inclusive environment for the Board, Management, and all employees. All qualified applicants will receive consideration without discrimination based on disability, ethnicity, race, religion, or gender.

