



# UICC President – Terms of Reference

Last updated May 2020

## Constitutional mandate of UICC President

### Under the UICC Constitution

- The President, who assumes the Chair of the Board of Directors (from constitution article (11.4.1 .1)
- The General Assembly is chaired by the President of UICC. In case of absence, the President-Elect shall take the role.
- The President shall periodically review existing policies and instigate new ones as necessary.
- The President shall have the power to create, manage or terminate any ad hoc committee necessary for the fulfilment of UICC objectives.
- The President shall have the power to authorise any persons to represent UICC with two joint signatures of the President or the Chief Executive Officer.
- The President chairs the Nominating Committee consisting of the President-elect, the President, the Immediate-past President and two Board members appointed by the Board.
- The President is responsible for the process of nomination of the next President-elect and members of the Board of Directors. He or she shall, therefore, have all powers related thereto.
- The President shall present to the General Assembly an appropriate number of nominees for the elections of the next President-elect and members of the Board of Directors.
- In between General Assemblies, the President shall be authorised to fill any vacancies occurring in the Board of Directors and in any bodies appointed by him or her or by the Board.

## Responsibilities

### It is expected that the President will:

- Endeavour to position UICC as **the** representative global cancer-fighting organisation
- Represent UICC at the highest level, and when his or her presence is not possible, delegate such responsibility to an appropriate Board, Committee, Task Force, the CEO or staff member
- Be an ex-officio member of all Board and ad hoc committees with voting right
- Ensure that strategy is implemented consistently from one Board to the next and in line with the UICC Vision and Mission
- Provide leadership in strategy and policy development by drafting/commissioning discussion papers for consideration by the Board
- Assign challenges, tasks and questions to the Board and Board Committees
- Consult individual Board members on the basis of their skills, interests and availability for the conceptual development of new UICC positions and initiatives

- Between meetings, take account of suggestions from Board, Board Committees and the Chief Executive Officer for future Board or Board Committee agenda items
- Between meetings, take account of suggestions from Board, Board Committees and Chief Executive Officer for initiatives consistent with UICC policies and positions
- Between meetings, seek to progress business by means of out-of-session email and conference call discussions and, when called for, decisions by out-of-session ballots
- Act decisively in line with existing policy in the interests of UICC when unexpected opportunities or challenges arise between Board meetings and when direct Board involvement is not practical
- Except in the most exceptional circumstances, at least consult with the President-elect, Immediate-past President, Treasurer and Chief Executive Officer before making out-of-session Board-level decisions on behalf of UICC
- After decisions made/taken out of session on behalf of the Board, provide a full account at the next Board meeting and seek retroactive ratification of decisions and actions taken
- Conduct Board meetings/conference calls in a respectful and inclusive manner with the aim of achieving consensus outcomes (acknowledging that divided opinion can only be resolved by vote according to the rules)
- Be advised and supported by the Chief Executive Officer in all the above
- Be accessible to and maintain good communications with the Chief Executive Officer who is responsible for the operational management of the UICC and the team/partners/resources engaged in that delivery.

## Term of Service

- The President shall only serve for one two (2) year term.
- At the end of his or her term, the President shall become automatically the Immediate-past President for one two (2) year term. However, as per Constitutional change at the 2018 General Assembly, the Immediate past-President does not attend the meetings of the Board of Directors and his/her only formal role is being part of the Nominating Committee for two years
- The President-elect is elected by the General Assembly for a two (2) year term.
- At the end of his or her term, the President-elect becomes the President.