

# ROLES FOR EARN STRUCTURES

## – STEERING COMMITTEE, WORKING GROUPS, CO-ORDINATION TEAM –

### Note for Discussion

According to its Mission Statement, EARN interim structures shall take the following roles:

- I. The **Steering Committee (SC)** = WG leaders and Co-ordination Team (CT).  
The role of the ST will be fundamentally a guiding role, providing strategic orientation to the activities of the network and the mobilisation of funding, and whenever necessary take decisions on membership, funding and prioritisation of activities.
  - a. Identify priorities for EARN activities and outreach strategies;
  - b. Identify and decide on funding strategies and seek financial support from sources other than the members, to allow for intended activities to be developed;
  - c. Establish the annual work plan and events calendar of the network, taking also into account the calendar of major events within the EU-Africa Partnership (e.g. EU-Africa Summits) with a view to influence the debate at the official level;
  - a. Peer review of EARN productions to ensure a first quality control check of EARN outputs (other mechanisms can also be envisaged);
  - d. Decide on accepting new members;
  - e. Supervise the budget allocations.
  
- II. The **Working Groups (WG)** and their respective leaders (leader and co-leader) will be the main drivers of the EARN work plan and its linkages with policy-makers. They shall :
  - a. Identify and prioritise issues to be addressed by the WG within the realm of their theme;
  - b. Identify potential partners, both in Africa and in Europe, with relevant expertise in the area of concern of or of interest to the WG, thus complementing the mapping exercise initiated by ECDPM for EARN;
  - c. Define the work plan of the WG, taking into account relevant research and activities planned by each institute. Identifying such activities planned by each member institute and informing all others would thus be a first step towards defining the WG work plan;
  - d. Decide on a calendar of events and research activities to be undertaken by the WG and EARN as a whole (e.g. the annual conference and report);
  - e. Leaders of the WG shall also take the responsibility of linking-up with policy-makers in their areas of concern and expertise and of their region (e.g. making EARN initiative known to key policy-makers in each area of the WGs in Europe and Africa, establish a dialogue with them on key issues within each area, etc);
  - f. Peer review (by other WG/EARN members) of productions within each WG as a first level of quality control of EARN outputs (other quality control mechanisms can also be envisaged);
  - g. Elaborate funding proposals for activities planned by the WG;

- h. Identify and approach potential funding sources.

**III.** The **Co-Ordination Team**, will be responsible for the following tasks:

- a. Take responsibility for the broader and overarching theme of EU-Africa relations in a global context – define the work plan, decide on a calendar of events and research activities, mobilise funding, and linking-up with policy-makers;
- b. Take responsibility for activities that cut across the WG themes (e.g. the annual report) and support members who host the annual conference;
- c. Information flow to and among the members of the network;
- d. Run the EARN webpage;
- e. Propose communication strategies;
- f. Make funding proposals;
- g. Support the SC (and WGs) to execute the programme adopted and follow-up on activities if requested.
- h. In the future, it should be up to the CT, in co-ordination with the SC/WG leaders, to prepare and submit to the members for approval a two-yearly plan of activities and a budget.