

Call for Board Member

The Balkan Forum invites applications for a Board Member. This is an extraordinary opportunity for an individual who is passionate about the BF's mission. We are looking for a candidate who possess a distinguished record of experience in Governance and Accountability, Financial Management, Fundraising, Advocacy, and Sustainable Development.

Board terms/participation

Service on BF's Board of Directors is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties. BF's Board Members will serve a five-year term to be eligible for re-appointment for one additional term. They are expected to participate in board meetings (ideally in-person). There will be at least one board meeting per year.

The Board Member will be responsible for ensuring transparency and accountability to our stakeholders, supporting the continued growth of the organization and its impact, and further raising our profile locally, regionally, and internationally.

The Board Member will closely collaborate with the Balkan Forum Executive Director and team to implement governance processes, identify areas of improvement in operations, manage stakeholder relationships, monitor performance, and support with fundraising.

Responsibilities of these voluntary roles include overseeing the implementation of governance policies, procedures, and standards in line with best practices, effectively communicating changes regarding policy/procedures to relevant stakeholders, monitoring compliance with organizational rules and regulations, ensuring effective and efficient board meetings, establishing effective stakeholder engagement plans, analyzing and evaluating performance metrics to assess progress, collaborating with the executive team on financial planning and forecasting, and measuring and monitoring organizational risk on all levels.

Qualifications

For these roles, candidates should possess at least 5 years' experience in senior leadership positions, preferably in the non-profit sector, inter-governmental organizations or private companies. Previous experience as a board member of a non-profit is an asset, but not mandatory. Experience in an international, multicultural setting, good knowledge of the context in the Western Balkans, and demonstrated networking, relationship, and partnership building experience, including with civil society actors, government officials, donor community, and other stakeholders are essential.

Application process

Please apply by sending us your CV, not exceeding three pages, and a Letter of Motivation, not exceeding one page.

Please send the CV and Letter of Motivation to info@thebalkanforum.org by **30 December 2025**.

The Balkan Forum stands for equal opportunities and we are committed to diversity, equality, and inclusion. We welcome applicants of any nationality, religion, race, gender, and sexual orientation. We highly encourage applications from international candidates.