

1. Title

Servas International- Development Committee

2. Purpose

The purpose of the Servas International (SI) Development Committee is to promote and support the development of Servas across all global regions. The committee aims to strengthen national groups, foster new group formation, and encourage growth in line with Servas' mission of promoting peace and intercultural understanding.

3. Scope and Responsibilities

The Development Committee is responsible for:

- Encourage the growth of Servas around the world.
- Identifying areas within Servas International that require development or strengthening, proposing improvements, and monitoring progress.
- Managing the Servas International Development Reserve Fund, including establishing criteria for financial support, assisting applicants, evaluating applications, recommending support where appropriate, and ensuring funded projects are evaluated.
- Assisting groups in building and improving their organizations.
- Promoting Servas and fostering connections with organizations with compatible ethos.
- Supporting the formation of new national Servas groups.
- Encouraging and supporting all Servas initiatives. Where needed, to collaborate with other teams and committees to support these initiatives.
- Encouraging and supporting peace-related activities.

4. Authority

The Development Committee has **independent decision-making authority** over the use of resources in the SI Development Reserve Fund i.e. as regards **the allocation of funds** it operates **independently from SI Executive Committee (Exco)**, whilst maintaining good liaison with Exco.

5. Membership

- The committee shall consist of **five (5) elected members**, who must be **Servas members not serving on SI Exco**.
- Members are elected by the **Servas International General Assembly** for a **three-year term**, with eligibility for re-election for one additional term.
- If a vacancy occurs during a term, the Development Committee may **appoint a replacement** to serve until the next General Assembly.
- The committee may **co-opt additional members** to serve until the next General Assembly at latest to assist the committee to fulfil its responsibilities, for example in relation to particular

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initiatives, in specific geographic regions, or where skill shortages exist on the Committee.

- Members shall collectively hold experience in social and community development, project management and evaluation, organisational relationship development (internal and/or external), proven-practice professional learning, equity and inclusion, promotion, communications, budgeting/financial management, climate and environmental justice, intercultural understanding, and international cooperation.

6. Meeting Procedures

- At its initial meeting of the mandate period, and annually thereafter, the elected members of the committee shall elect a convenor. The committee shall meet regularly, at least quarterly, via virtual platforms, and may convene additional meetings as needed.
- A quorum for decision-making shall be a simple majority of elected members.
- Decisions are preferably made by consensus; if consensus cannot be reached, a majority vote of elected members will decide. In the event of a tied vote, the convenor may exercise an additional vote.
- Meeting minutes shall be shared among committee members and with the SI Vice President and shall be available on servas.org to all members.

7. Funding

The Development Committee manages the **SI Development Reserve Fund** in accordance with established criteria and processes, adhering to SI's financial accountability and reporting standards at all times. It may recommend additional funding needs to Exco.

8. Reporting

The Committee's line of reporting is to the **SI Vice President**. An **annual report** shall be submitted to the SI General Assembly or Exco, including projects supported, evaluation of completed projects, recommendations for future initiatives, and changes in the balance of the **SI Development Reserve Fund**.

9. Review and Amendments

This mandate shall be reviewed **every three years**, or earlier if deemed necessary by the committee or Exco.

Proposed amendments must be approved by a majority of the elected committee members and submitted to Exco for final endorsement following consultation with relevant stakeholders.