



*International  
Water Resources  
Association*

# **IWRA EXECUTIVE BOARD BRIEFING PACK**





## **IWRA BACKGROUND**

IWRA was founded in 1971 as a non-governmental international organisation dedicated to addressing all facets of water resources management and bridging interdisciplinary gaps. Its formation was significantly influenced by Ven Te Chow, its first President, and it has since been committed to advancing water resources management, research, and education, providing a platform for global interdisciplinary communication through its activities and publications like *Water International*, and its events, such as the World Water Congress.

It aims to create an international forum that brings together various stakeholders, including scientists, engineers, private sector, policymakers, and educators, to collaborate and exchange knowledge on water-related issues. Through its activities and publications, IWRA seeks to promote interdisciplinary and innovative solutions for sustainable water resource management at the interface between water science and water policy.

# WHAT IS THE IWRA EXECUTIVE BOARD?

IWRA is a membership-based association. This means the Association belongs to its members and therefore the membership elects its representatives to serve on three-year terms on the Executive Board. The Executive Board at IWRA plays a crucial role in guiding the organisation towards achieving its mission, vision, and strategic goals.

## Key aspects of its importance and role include:

- **Strategic Leadership:** The Board provides strategic leadership, setting the overall direction for IWRA, defining long-term goals, and establishing policies to govern the organisation's activities
- **Governance:** It ensures proper governance, overseeing the organisation's activities to ensure they align with its mission and legal requirements, and upholding ethical standards and accountability.
- **Financial Oversight:** The Board is responsible for financial oversight, including budget approval, financial planning, and ensuring the organisation has sufficient resources to fulfil its mission.
- **Programme Development:** It oversees the development and implementation of IWRA's programmes and initiatives, ensuring they meet the needs of the water resources community and contribute to the advancement of water management practices globally.
- **Representation:** Board members act as ambassadors for IWRA, representing the organisation in global events, enhancing its visibility, and fostering partnerships with other institutions, governments, and stakeholders in the water sector.
- **Membership Engagement:** The Board engages with IWRA's diverse membership, ensuring the organisation remains responsive to members' needs and interests and fostering a vibrant community of water professionals.
- **Innovation and Adaptation:** It guides the organisation in adapting to emerging challenges in water resources management, encouraging innovation, and promoting research and education in the field.

# IWRA BOARD ROLES AND RESPONSIBILITIES

Being elected to the IWRA Executive Board is not a passive role. It offers many benefits to elected members, including steering your Association towards impactful contributions to the sustainable management and use of water resources worldwide, fostering collaboration and knowledge exchange among water professionals. Executive Board members have their own profiles raised and have the chance to represent the Association at international and intergovernmental events.

While Executive Board members all work on a fully voluntary basis, accepting a role on the Board also comes with certain commitments and responsibilities. IWRA would not be where it is today without the very generous support of its Executive Board members. While the Executive Office will offer all support it can, there is a time commitment which all Board members must be prepared to make. As a minimum, this will mean attending the quarterly online Board meetings and the annual general assembly. All Executive Board members are also expected to support the work of at least one Committee, Task Force or Chapter, according to their areas of expertise and interest. Wherever possible and reasonable, Board members are also expected to attend IWRA's World Water Congresses and other events. Executive Board members are also expected to help identify potential funding opportunities to ensure the financial stability and continuity of your Association.



# IWRA BOARD ROLES AND RESPONSIBILITIES

The specific roles and responsibilities of IWRA's elected Executive Board members are clearly set out in the By-laws. A summary is provided below:

## **PRESIDENT**

The President is the Chief Executive Officer of the Association, tasked with general supervision over the affairs of IWRA. This includes presiding at meetings of the Executive Board, being an ex-officio member of all Standing Committees, representing the Association at major international meetings, and having the authority to sign contracts and protocols on behalf of the Association.

The President and the Executive Director work closely, with the Executive Director ensuring the implementation of the strategic directives and decisions made by the President and the Executive Board. The Executive Director reports periodically to the Governance Committee, which is chaired by the President, on the activities of the Executive Office.

The President may assign specific tasks and roles to other Executive Board members to support the Association's activities. This includes nominating the Chairs of the International Scientific Committee for IWRA congresses and conferences. The President also appoints the Executive Director and the Editor-in-Chief of Water International, with appointments subject to Executive Board approval.

# IWRA BOARD ROLES AND RESPONSIBILITIES

## PAST PRESIDENT

This position is filled by the immediate Past President, and so is not an elected position for a new Board. The role helps to ensure continuity from one board to the next. As the former Chief Executive Officer, the Immediate President shall, if called upon, advise, and assist the President and the Executive Board on all Association matters. The Past President also serves as a member of the Governance Committee.

## VICE PRESIDENTS

The three Vice-Presidents play a critical role in the governance and strategic direction of IWRA, supporting the President and contributing to the effective management and leadership of the Association. This includes undertaking additional tasks as delegated by the President and/or the Executive Board.

Vice-Presidents serve on the Governance Committee of the Executive Board, contributing to executive decisions and emergency actions in intervals between full board meetings. They assist the President in forming and conducting the business of various committees, interest groups, task forces, and other Association subgroups, ensuring these entities align with IWRA's objectives. The Vice-Presidents also make recommendations to both the President and the Executive Board regarding the affairs of the Association, providing insights and guidance to support IWRA's mission and strategic goals.

# IWRA BOARD ROLES AND RESPONSIBILITIES

## SECRETARY GENERAL

The Secretary-General holds a pivotal role in the governance and operational management of IWRA, regulatory compliance, transparent communication, and effective administration of the Association's activities.

Working with the Executive Office, the Secretary General assists the President in the timely preparation and distribution of agendas and materials for meetings of the membership and the Executive Board, ensuring that minutes of these meetings are produced, accurately reflect the deliberations and resolutions, and are adequately maintained.

The Secretary General is also responsible for ensuring that the activities of the Association conform to its Articles of Incorporation and By-laws. This includes chairing and overseeing the Association's General Assembly and ensuring the integrity of the electoral process and confirming the results of Association elections. Working with the President and Executive Director, the Secretary General provides general oversight and review of operating policies in conducting the affairs of the Association, and serves on the Governance Committee, contributing to the executive decision-making process.

# IWRA BOARD ROLES AND RESPONSIBILITIES

## TREASURER

The Treasurer's role is central to maintaining the financial integrity and sustainability of the IWRA, ensuring it has the resources needed to fulfil its mission. In essence, the Treasurer plays a crucial role in managing the organisation's financial health and ensuring fiscal responsibility.

The Treasurer works closely with the Executive Director who manages the Association's finances, including the care of all dues, fees, and other monies paid to and by the Association. This includes ensuring that complete, transparent, and auditable records of all financial transactions are maintained by the Executive Director and reviewing the annual budget and financial statements prepared by the Executive Director before presenting them to the Executive Board.

The Treasurer is also responsible for ensuring the Association remains in compliance with all registration and governmental criteria, including non-profit tax status and corporate registration. As a result, the Treasurer must have the legal standing in the country where the Association is registered to fulfil their responsibilities. Currently, this means they should have the right to live/work in the USA.

The Treasurer also serves on the Governance Committee, providing fiscal and budgetary oversight for the Association, and chairs the Budget and Finance Committee, which supports the Treasurer to provide fiscal and budgetary oversight for the Association and supports fundraising.



# IWRA BOARD ROLES AND RESPONSIBILITIES

## ELECTED COMMITTEE CHAIRS

There are three standing committee chairs that are directly elected by the membership, demonstrating the importance of these committees to IWRA's overall mission of advancing water resources management through member engagement, recognition of excellence, and dissemination of knowledge. Their roles and responsibilities are:

### MEMBERSHIP COMMITTEE CHAIR

This Committee Chair is responsible for working with their committee members to develop and implement strategies to enhance IWRA's membership growth and retention, ensuring a diverse and engaged membership base. The committee sets guidelines for different membership categories, including criteria for Fellow and Honorary memberships. It coordinates activities to stimulate active participation among members and fosters a sense of community within the Association. It also submits proposals for the coming year, contributing to the strategic direction of membership services, and provides quarterly updates to the Executive Board on the committee's activities. Lastly, this committee is also responsible for managing IWRA's grant membership programme.

### AWARDS COMMITTEE CHAIR

This Committee Chair is responsible for working with their committee members to manage the Association's awards programme, ensuring it recognises outstanding contributions in the water resources field. The committee establishes and oversees the nomination and selection procedures for awards, maintaining transparency and integrity in the process. It recommends nominees to the President for consideration, and subsequently, for approval by the Executive Board. The Chair works with the committee to define and periodically review the criteria for each award, ensuring they reflect the Association's values and objectives.

# IWRA BOARD ROLES AND RESPONSIBILITIES

## SCIENTIFIC, TECHNICAL, AND PUBLICATIONS CHAIR

This Committee Chair is responsible for working with their committee members to advise and make proposals regarding scientific and technical activities and publications, keeping all the publications and the publications' policy of the Association under review, including technical standards of Water International.

It will make recommendations to the President and Executive Board on the cost schedules of all publications, and for issuing any miscellaneous non-regular volumes. The Committee will also have oversight over any IWRA Task Forces and Interest Groups organised around a substantive research area (such as water pollution, water laws and regulations, etc.).

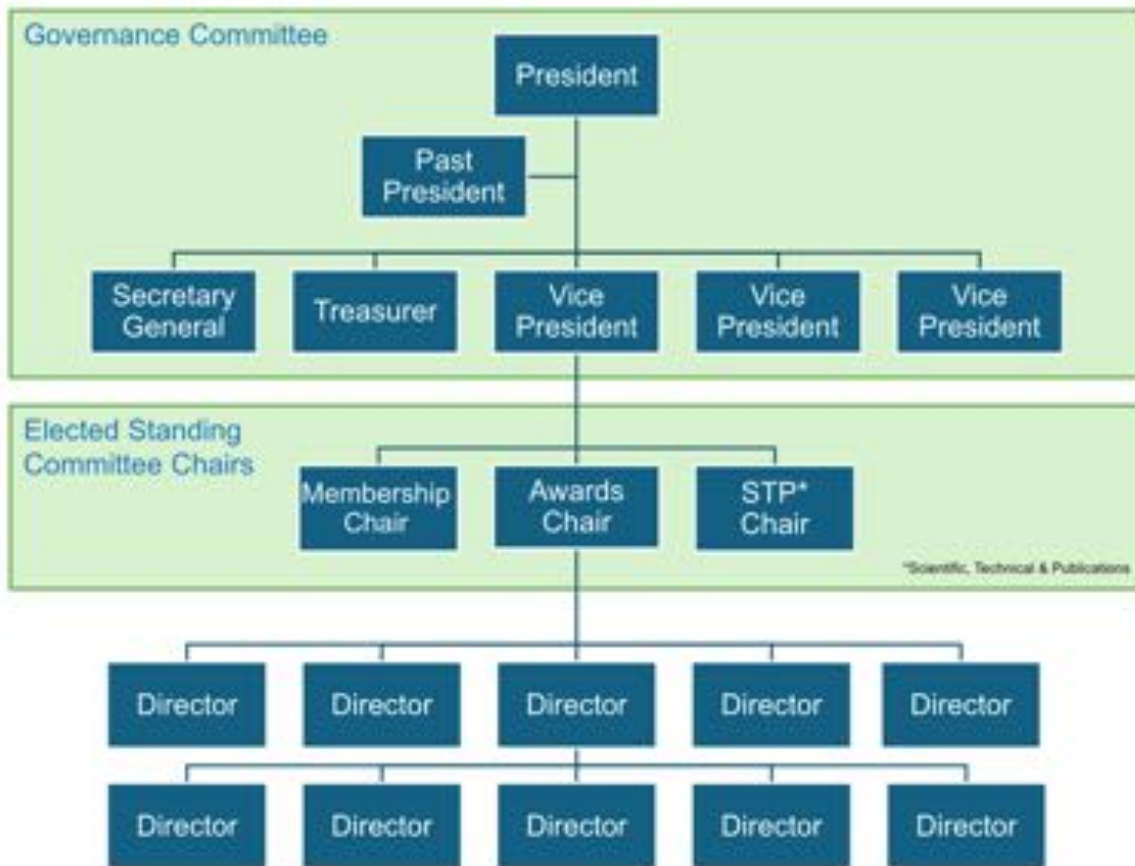
## DIRECTORS

The Board of IWRA consists of 10 elected and up to 2 appointed Directors who play a vital role in governance and operational effectiveness. They provide strategic input, expertise, and support to advance the Association's goals.

Directors assist the President in executing Executive Board activities, including strategic decision-making and implementation. They attend meetings, contribute to discussions, and help implement directives guiding IWRA's strategic direction and policies.

Directors may also engage in specific tasks, committees, or projects as assigned by the President, leveraging their expertise to further IWRA's mission. Additionally, they represent the Association at conferences, meetings, and collaborative projects, enhancing IWRA's visibility and impact in the water resources sector.

# IWRA BOARD STRUCTURE



# ELECTION RULES AND PROCESS

The rules and process for electing a new Executive Board are clearly explained in IWRA's By-laws. In summary:

For an individual to be eligible to run for a position on the Executive Board, they must meet the following criteria:

- They must hold a current silver or gold level of IWRA membership of the Association, with dues fully paid during the nomination and election periods, and for their elected term (2025-2027).
- They commit to uphold the values and objectives of the Association and agree to serve if elected to the position.
- They agree to run for only one position on the Executive Board.
- They have not already served in that same position for more than one consecutive term immediately prior to the current election (except for the Treasurer, who can be re-elected for more than two consecutive terms).
- They do not hold any position in another organisation that could be considered in conflict with their role on the IWRA Executive Board.
- They must not be a member of the Nominating Committee.

Elections for the Executive Board positions involve a nomination process managed by a Nominating Committee established by the current President. Candidates are vetted based on the above eligibility criteria. Members may self-nominate or may nominate others.

The Executive-Director is not entitled to propose candidates. The Committee's deliberations are confidential, and after the nomination period concludes, they submit a list of eligible candidates to the Secretary General and Executive Board. This list is then published to the Association's members at least 30 days before the election. (Members can also make additional nominations through a petition process signed by at least 50 members from at least 5 countries.)

# ELECTION RULES AND PROCESS

The Nominating Committee's selection is also subject to geographical diversity requirements, ensuring the President and Vice-Presidents are from different regions[1], and no more than three members of the Executive Board are from the same country. The Treasurer is required to be a US resident or citizen.

IWRA actively encourages nominations of women, young professionals, and members of under-represented groups. To enhance diversity on the Executive Board, at any time during its term the Executive Board may appoint up to two additional Directors who would serve for the remainder of that Executive Board's term.



---

[1] For the purposes of the IWRA elections, the world's regions are Asia (sub-divided into Central Asia, East Asia, South Asia, and South-East Asia), Europe, Middle East & North Africa (MENA), Sub-Saharan Africa, North America, Latin America & the Caribbean, and Oceania.

# ELECTION TIMELINE

April 2024	The Nominating Committee is formed.
May 1 - July 31, 2024	Nomination period (minimum 45 days).
August 29, 2024	Inform the Executive Board of the nominees at its Board Meeting.
September 1, 2024	Publish the list of candidates on IWRA's Website (at least 30 days before voting starts).
September 1 - October 1, 2024	Campaigning period.
October 1 - October 30, 2024	Voting period (at least 30 days).
December 1, 2024	The election results announced to the candidates and current Executive Board by the Nominating Committee and confirmed by the Secretary General.
December, 2024	Election results published on the IWRA website, in the December Newsletter, in Water International, and across social media.  New Board members invited to attend the final online Board meeting of the current Executive Board.
January, 2025	Inaugural meeting of the new 2025-2027 Executive Board, including an induction for all Board members.

For any further questions, please contact the IWRA Executive Office at [office@iwra.org](mailto:office@iwra.org).



**IWRA**

**The IWRA Executive  
IWRA Executive Office,  
22, rue de Madrid 75008 Paris, France  
Tel: +33-6-44-20-57-53  
Email: [Office@iwra.org](mailto:Office@iwra.org)**