Graduate Women International (GWI)

GWI Board of Officers
Biographical Data Form

Your completed form must reach GWI Headquarters no later than 7 ***February 2019****.*
Please complete the form electronically and send it, together with a colour passport-sized photograph in jpg format and preferably 150 resolution, to noms@graduatewomen.org.

1.	Nominated for:	**Board of Officers**	
		Please select one or more options and mark with an "X". Only ONE Vice-President position may be selected.	
	as	President	
		Vice-President (Audit and Risk)	
		Vice-President (Marketing)	
		Vice-President (Fundraising)	
		Vice-President (Legal and Governance)	
		Vice-President (Membership)	**x**
		Treasurer	
2.	National federation or association or independent member:	**Board member of GWI-NL; Graduate Women International Netherlands**	
3.	Family name:	**Focke-Bakker**	
		Please select only one option and mark with an "X"	
	Title:	Professor	
		Dr	
		Mrs	
		Miss	
		Ms	
	Other names:	**Drs. Eileen G.A. Focke-Bakker ccmm**	
4.	Postal address: (including city, country and postal code)	**Aalberseplein 5, 2314 ET Leiden The Netherlands**	
5.	Telephone:	**+31(0)715415304**	
	Mobile Phone:	**+31(0)611156253**	
	Skype address	**e.focke51**	
	LinkedIn Profile	**na**	
6.	E-mail 1:	**e.g.a.focke-bakker@tudelft.nl**	
	E-mail 2:		

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7.	Age:	*Please select only one option and mark with an "X"*	
		Under 30	
		30 – 39	
		40 – 49	
		50 – 59	
		60 – 69	**x**
		70 or over	

8.	Mother tongue:	**Dutch**

9. Knowledge of languages:

Please select one option in each row to describe your competence and mark with an "X"

	Excellent	Good	Limited	None
Ability to speak English		**X**		
Ability to understand spoken English		**X**		
Ability to read English		**X**		
Ability to write English		**X**		

	Other languages: *Please indicate degree of fluency*	**French & German limited, Spanish poor**

10.	Computer skills:	
	Please select the most applicable options and mark with an "X"	
	Full working knowledge of the Microsoft Office suite and access to it	**X**
	Considerable experience sending email and using the internet and Skype	
	Some experience sending email and using the internet and Skype	
	Limited experience sending email and using the internet and Skype	
	No experience sending email and using the internet and Skype	

11.	Internet Access:	
	Please select only one option and mark with an "X"	
	Regular access to email and Skype at home or at work	**x**
	Limited access to email and Skype at home or at work	

12.	Education:	
	Please complete details of your qualifications below	

University	Degree	Year Awarded	Field of Study
Leiden University	**Drs/MA**	**1978**	**Sociology of non-western Countries/Educational Sociology**
Free University	**MA**	**2004**	**Certified Change Management Master**

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13.	Professional field and/or present occupation:	Delft University of Technology Project researcher Safety &Security Institute	
14.	GWI Basics:		
	Please select one option in each row to describe your competence and mark with an "X"		
		Yes	No
	I have read and understand the Job Description(s) for the position(s) for which I have been nominated	**x**	
	I meet the Job Description requirements for the Board position(s) for which I have been nominated	**x**	
	I have read the GWI Constitution and By-laws	**x**	
	I have read the Terms of Reference for the Board	**x**	
	I have read the Addendum to the Terms of Reference for the Board	**x**	
	I am willing to sign a commitment to meet the terms of the Addendum for the GWI Board	**x**	
	I have read the Terms of Reference for the GWI Committees	**x**	
	Please note that: Question 15 = 300 words, Question 16= 600 words and Question 17 & 18 both 200 words. In total: **1300 words**. In total the answers below on these questions are 429 + 524 + 297 +0 = **1250 words**		
15.	What do you see as A. the governance role of the Board, how do B. you see this as different from operations, and C. why do you want to be involved in the Board? *Limit 300 words*		
	A. Being the ultimate responsible body of GWI and accountable to the NFA's. Developer of the strategic mission/vision of GWI. Having the director's role, coordinator and upholder of the Constitution and being the first point of contact for clients on the strategic level. Explaining the focus of GWI in relation to the aims of the various other International Women Organizations; explain the GWI "niche". Building a "corporate message" to the internal and external stakeholders and partners by listening to their needs (expectation management), but also being confident to hold on to the right direction; this is of utmost importance being the Board. Being visible as a Board and working as a "self-steering" team gives confidence to the ones involved. Practising "collegial governance" and being responsible for the Administration and Management of GWI and for the overall planning & evaluation cycle of GWI, including Finance, in relation to the goals of GWI. B. The operational level implements the tasks and targets set by the strategic level, bearing in mind that GWI is a voluntary organization. Experts are advisors mostly at the operational level. Due to GWI financial circumstances the Board members (2016-2019) worked also much at operational level. C. I would like to be involved because I think that GWI, at the strategic level and as a strategic partner, can integrate, in an efficient and effective way, the combined voices and targets of the NFA's, and advocate this shared mission/vision to the global community and advocacy institutions. I would like to enhance the GWI mission of empowerment of women and girls through education by sustaining that global empowerment of women itself has to lead to an end goal and that is self-steering; women worldwide steering their own future. Advocating this empowerment of women, GWI will also have to be aware that she is there to educate women to be self-reliant in all fields; financial (economic), psychological, self-esteem, cultural etc. Education in its broadest form is a mean to this end goal. As a Board member for Membership I would like to focus on the issue that supply of GWI instruments/activities are "in balance" with the expectations and demands of the NFA's. Expectation/perception management and communication (empathy and listening) will be of utmost importance growing and keeping participatory membership. Knowing the Membership and its various assets is of great value. Elderly people should be approached		

	differently than the Young Members. Emphasizing that GWI is a membership based organizations and therefor can act as an independent entity without strings to sponsors etc. is of great importance in a rapidly changing global society.
16.	A. Professional (skills & experience) and B. Volunteer (skills & experience) that will enable me to contribute to the work of the Board in the role for which you have applied: *Limit 600 words*
	A. Delft University of Technology; skills & experience • Researcher (PhD) Risk management for Special Groups; regional, gender, age and persons with disabilities (2018-..) • Project and programme manager and policy advisor on Safety and Security issues at corporate level. Developing, steering and coordinating overall S&S policy at DUT level. This involves risk reduction models and measures e.g. around harassment. Perception and expectations on risks and measures is an important part of this job (last 10 years), • Operational (lead) Auditor; performed operational audits -non finance- at DUT process level, Analysing processes and its actors as a chain management issue and recognizing the interdependence between them will help me to see the overall picture of the functioning of GWI and the roles needing to be performed. (Last 10 years) • Safety Quality Manager at HSE corporate level. Monitoring performance and reaching results in order to keep up to the quality of the organization. (1998-2005) • Policy officer for diversity at Faculty Electrical Engineering, Mathematics and Computer Science. Developing and implementing policies to the advancement of women in science. (1994-1998) • Social researcher of aspects of the in-through and output of (female) students at the Faculty Aerospace Engineering. Researching bottlenecks and initiating proposals for improvement. (1992-1994) • Lived and worked in various non-western countries in Caribbean, Far- and Middle East; experienced cultural diversity and helped founding of new schools. (1979-1990). **B. Volunteer; skills and experience** • Having been CIR/CER of IFUW/GWI, chair of a NFA branch, regional coordinator VVAO and member of several VVAO working groups (game for life cycle management, network game) and training programmes, I have experienced all levels of advocacy within a NFA (1990-2009 local and regional; 2009-2015 Board) and in relation to GWI. I experienced membership losing the link with the mother organization and will use this experience to the better of GWI. (1990-2015) • Chair of the Delft Diversity Committee (1996); insight in mechanisms of gender diversity • Organizing the open-space meeting: The European Women's Café 2008; People, Plans and Projects in Cyprus (2008); experimenting with new instruments in order to enhance the commitment and involvement of Membership. Co-developing and presenting UWE policy. • Organizing project management training in Mexico (2010). Focus on Stakeholder management in voluntary organizations. • Organiser, Coordinator and trainer of the European Leadership project financed by EU. Experience in financial sponsorship and multicultural management. • Co-organiser of the Leadership Programme at the IFUW Istanbul Conference (2013); Content management on Leadership. • Workshop on Project management in Istanbul (2013). Enhancement of skills of IFUW members. • Twinning workshop in Bucharest; UWE conference (2014). Initiation of European Twinning Programme for VVAO policy & action plan. • Co-organizer and content management of the UWE conference, focusing on "networking", meeting Utrecht (2015) • Active participating in CSW 57 and 59; both at Dutch Governmental level as well as GWI participant (2013 and 2015); Presentation at IFUW conference 2013 on CSW experiences. • Cofounder of MAT; Dr Marie Anne Tellegen Foundation for enhancement of the position of Women through national as well as international projects (2014-2015). • Member of the Dutch and international women empowerment community; advocacy to the

	ministerial level. (since 2000) • Co-Founder of new Association GWI-NL (2016); Developing mission/vision statement and policy with year-plan. • Board member GWI-NL (2016-..)
17.	Please describe your goals for this position and the contribution you believe you can make if elected or appointed. *Limit 200 words*
	• Empowering the position of women (and girls) worldwide by actively participating in, advocating and being an ambassador for GWI, • Empowering, on strategic level, through various educational and advocacy means, the membership and so contributing to the self-management and self-reliance of the membership in general and the individual GWI member in particular. • Leading by example through visibility and dialogue. • Analysing and acting upon "Value for Membership"; being an involved and proud member of an independent network of Women Graduates that enhances women's position in the global community through education. • Reaching out and create a participative membership by listening and communicating to the membership and also by emphasizing that membership of a voluntary organization is not of a non-binding nature but involves active commitment. • By analysing the "sending and receiving" communication between the different NFA's with their diverse background and the Board and vice versa and by understanding this interaction putting in place instruments that help to enhance the communication process and therefore enhance the degree of participation of the Membership. • Focusing on and promoting of the instrument of "Twinning" in order to enhance and strengthen Membership and promoting it as an asset to the global community. Twinning not only with a focus on project/programme cooperation but also on personal/friendship relationships. • Start a secure "marketplace "where NFA members can trade "services" e.g. try-outs, workshops, training, educational courses. This will enhance the participatory involvement of the Membership. • Inventorying, through visits and consultations, the wishes of the regions and NFA's in relation to the mission/vision and goals of GWI; analysing differences and similarities in order to propose "food for thought" for the GWI Board. • Relate the instruments GWI is offering, e.g. the webinar, to the Membership in order to enhance the Membership insight in how the GWI message can be communicated.
18.	Other relevant skills and experience (volunteer and professional) from the **last 10 years** relevant to this position *Limit 200 words*
	See also question 16

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Commitment to GWI

It is extremely important that all members standing for the GWI Board of Officers and Committees understand that this involves much more than a commitment to attend meetings. In signing the declaration below, you are promising that you are willing and able to work on a regular basis throughout the year with your colleagues via e-mails and skype, to take responsibility and be accountable for individual assignments. In the case of the Board of Officers and Committee Conveners, the workload is substantial and requires at least six to ten hours per week. Board and Committee Members who do not fulfil their commitment may be relieved of their positions.

Declaration:
I have read carefully the job description for which I am standing and believe that I have the experience necessary to perform the duties. If elected or appointed, I certify that I am able and prepared to:

1. attend all scheduled face to face, Skype or other electronic meetings of the Board of Officers and any committees to which I am appointed;
2. attend the General Assembly and GWI Conference;
3. participate fully in these meetings, which are conducted in English;
4. participate fully in the work between meetings of the Board of Officers and any committees to which I am appointed, including reading material and preparing reports in English;
5. participate regularly in all e-mail and Skype discussions with my colleagues and GWI Headquarters and to answer all questions and requests for input within a reasonable amount of time; and
6. fulfil any individual tasks in a timely manner.

I am aware that GWI reimburses no more than 30% of the return tourist or economy air fare and CHF 30 for visas to Committee Members, no more than 50% (and CHF 50 for visas) to Conveners and Assistant Treasurers, and 90% (and CHF 90 for visas) to Board Members, and that no allowance is paid for hotel, food or other costs, other than accommodation for the President.

In typing or writing my name and date in the space below, I am certifying that all of the information provided on this form is accurate and that I fully understand and am ready and able to make the commitment outlined above.

Signature: Eileen Focke-Bakker
Date: 2018-12-27

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