

15th April, 2026

CIRCULAR

NOTICE FOR ELECTIONS OF NEW BOARD OF DIRECTORS FOR NETWORK FOR MULTI DISCIPLINARY AFRICA (NEMRA) 2026-2029.

1.0 Introduction

The Network for Education and Multidisciplinary Research Africa (NEMRA) is an independent group of early career and senior academic researchers as well as postgraduate research students from Universities, and research-oriented organisations in Africa and beyond. The network operates as not-for-profit organization to provide a platform for networking towards quality academic research for societal wellbeing.

The NEMRA Board of Directors is mandated to provide oversight and general management of the strategic direction of the network. The BoDs also appoints and supervises the Executive Committee that runs the operational arm of NEMRA.

The current BOARD's 3-year term of office expires June 2026 and members are eligible for reappointment.

1.1 Qualities of Board Members

In general, Board members should:

- i) Be of high integrity and maturity.
- ii) Be passionate about research, national development and societal wellbeing.
- iii) Be fully paid up NEMRA members
- iv) Be believers in the network's ethos.
- v) Exhibit the spirit of volunteerism.
- vi) Be committed to offer at least two (2) hours of their time per week to matters pertaining to the Network.
- vii) Have a track record of successful people and other resource mobilisation for organizations and groups.

1.2 Positions on the Board of Directors NEMRA

The following positions are, therefore, available for any NEMRA subscribed members who is eligible to serve in the capacity of a BOARD Member.

1. Chairperson,
2. Vice Chairperson
3. Finance Director
4. Postgraduate Research Students' Representative
5. Government Institutions representative

6. Civil Society Organisations and Business Representative
7. Higher Education Institutions Representative

1.3 General Responsibilities of the Board of Directors

The general responsibilities of the Board of Directors are as follows:

- i) To provide oversight and general management of the strategic direction of NEMRA;
- ii) To preside over the Management of NEMRA programmes in accordance with Articles and Memorandum of Association;
- iii) To develop and establish policies for an effective and efficient governance system;
- iv) To recruit and supervise the Managing Director as well as the Executive team who run the day-to-day activities of the network;
- v) To mobilise, acquire, control and protect NEMRA's resources including partnership relationships with collaborators.

1.4 Functions and Responsibilities of Members of Board of Directors

1.4.1 Chairperson of the NEMRA Board of Directors.

The **Chairperson** is the leader of the BoDs. S/he will be supported by the Board of Trustees (BoTs), the Technical Advisors, Special BoD committees and with the help of the Managing Director will:

- i) Convene and preside over quarterly BoDs meetings, the AGM and extra ordinary meetings;
- ii) Appoint and appraise performance of Managing Director and the Executive Committee;
- iii) Oversee the formulation & implementation of the network's strategic direction and policies;
- iv) Develop and manage relationships. Take charge of communication with collaborators and all partners;
- v) Oversee periodic evaluation of the network's performance and lead the BoD in making decisions accordingly;
- vi) Head the resource mobilisation and utilisation function of NEMRA

1.4.2. Vice Chairperson of the NEMRA Board of Directors.

The **Vice Chairperson** will deputise the Chairperson in his/her role to:

- i) Convene and preside over quarterly BoDs meetings, the AGM and extra ordinary meetings;
- ii) Appoint and appraise performance of Managing Director and the Executive Committee;
- iii) Oversee the formulation & implementation of the network's strategic direction and policies;

- iv) Develop and manage relationships. Take charge of communication with collaborators and all partners;
- v) Oversee periodic evaluation of the network's performance and lead the BoD in making decisions accordingly;
- vi) Head the resource mobilisation and utilisation function of NEMRA

1.4.3. Finance Director on the NEMRA Board of Directors.

The **Finance Director** will assist the BoDs in making finance and investment decisions as the Network pursues related goals including, but not limited to the following:

- i) Developing clear policy guidelines for guiding all matters relating to finances and investments for NEMRA;
- ii) Raising funding for implementation of activities relating to NEMRA's strategic and operational activities.;
- iii) Creating an environment for individual members and NEMRA research teams to acquire funding to take on demand-driven research for research results relevant for transforming our society and sustainability;
- iv) Enlarging NEMRA's assets base.

1.4.4. Postgraduate Research Students Representative of the NEMRA Board of Directors.

The **Postgraduate Research Students Representative** will represent the interests of postgraduate research students in Africa in matters concerning: -

- i) Research capacity building,
- ii) Interuniversity research projects,
- iii) Academic research products utilisation, and
- iv) Inform the BoD's decisions by ensuring that NEMRA keeps relevant to postgraduate research students in Africa as far as research is concerned.

1.4.5. Representative for Government Institutions of the NEMRA Board of Directors.

The **Representative for Government Institutions** will represent the interests of political establishments in Africa and their members in matters concerning: -

- i) Research capacity building;
- ii) Research projects execution;
- iii) Research products utilization for societal transformation, and;
- iv) Inform the BoD's decisions by ensuring that NEMRA keeps relevant to the agenda of Governments in Africa as far as research is concerned.

1.4.6. Representative for Civil Society Organisations and Business of the NEMRA Board of Directors.

The **Representative for Civil Society Organisations and Business** will represent the interests of CSOs and businesses in Africa and their members in matters concerning: -

- i) Research capacity building;
- ii) Research projects execution;
- iii) Research products utilization for societal transformation, and;
- iv) Inform the BoD's decisions by ensuring that NEMRA keeps relevant to the agenda of CSOs in Africa as far as research is concerned.

1.4.7. Representative for Higher Education Institutions of the NEMRA Board of Directors.

The **Representative for Higher Education Institutions** will represent the interests of Higher Education Institutions and their members in matters concerning: -

- i) Research capacity building;
- ii) Interuniversity research projects;
- iii) Academic research products utilisation, and;
- iv) Inform the BoD's decisions by ensuring that NEMRA keeps relevant to the agenda of Higher Education Institutions in Africa as far as research is concerned.

2.0 NEMRA Board Election Roadmap

Approval of Roadmap	10 th April 2026
Announcement of Elections	16 th April, 2026
Display of fully paid up members of NEMRA	20 th April, 2026
Access to Online Nomination Forms by Candidates	27 th April, 2026
Return of filled Nomination Forms to Company Secretary	7 th May, 2026
Provide feedback to candidates on the status of their nominations	11 th May, 2026
Display of Nominated Candidates	12 th May, 2026
Review of complaints, if any	14 th May, 2026
Close nominations and display final list	15 th May 2026
Campaigns	18 th May-2 nd June, 2026
Voting Day (ONLINE) from 09:00 am -14:00 pm	4 th June, 2026
Vote counting and announcement of results at 16:00 pm	4 th June, 2026

3.0 Nominations

Board Members are nominated by full members of NEMRA, and the nominated candidates must accept, and sign the nomination forms. Nomination forms should be submitted electronically to: pmutabwire@gmail.com on 7th May, 2026 by 16:00 pm.

Further guidance will be issued on the NEMRA website and NEMRA Official members WhatsApp fora. I can be contacted on 0772479222



Patrick K. Mutabwire
Company Secretary/Secretary NEMRA Elections Committee