# Women in Business (WiB) Advisory Board Member Agreement

This Agreement delineates the roles, responsibilities, and expectations for members of the Advisory Board for the Women in Business (WiB) Club at London Business School (LBS). Upon signing this document, you express your commitment to actively uphold and promote the mission, strategy, and initiatives of WiB in accordance with the stipulated terms.

## About WiB at LBS

The Women in Business Club (WiB) at London Business School (LBS) is dedicated to celebrating and advancing women's leadership. As an organization, the WiB provides comprehensive support to aspiring women leaders through a wide range of activities. These include our flagship EQUALL conference, networking opportunities, personal and professional development events, recruitment initiatives, and mentoring programs.

## WiB Mission Statement

• We exist to provide support to LBS women in their personal and professional development  
• Our mission is to empower, connect, and build a community of next-generation leaders  
• We are committed to promoting gender equity, in business and beyond

## Advisory Board Purpose

The Advisory Board for the Women in Business (WiB) Club at London Business School is a linchpin for strategic direction, institutional memory, and long-term success. The board ensures continuity, relevance, and a visionary approach to promoting women’s leadership, advocacy, and professional development. This guidance is pivotal in enabling WiB to achieve its mission of promoting women’s leadership at LBS and beyond.

## Role and Responsibilities

Each Board Member agrees to:

• Provide strategic advice and support to further the club's goals and objectives  
• Attend and actively participate in quarterly Board meetings with club leadership  
• Support the planning and execution of the EQUALL conference, including assistance with securing sponsorship opportunities, introducing keynote speakers and potential panelists, and providing feedback on potential conference themes and panel topics  
• Mentor 1-2 designated pillars within the club, offering guidance and task-specific support as required  
• Board meetings are scheduled quarterly, approximately four times per academic year, with a handover session in June  
• Agendas and necessary pre-read materials will be provided at least 72 hours in advance  
• While in-person attendance is encouraged, a virtual option will be available for all meetings to accommodate all members  
• Board members are expected to attend at least 50% of Board meetings during the year (exceptions apply for extenuating circumstances) to respect all members' time and to maximize live feedback and brainstorming opportunities. Absence from three consecutive meetings without extenuating circumstances will prompt a discussion among Board members and Presidents regarding term continuance  
• \*\*Board Term:\*\* Each Advisory Board Member will serve a term of three (3) years.  
• \*\*Notice:\*\* We request that board members provide at least a one-month notice of their intention to depart, ideally between March and July, to allow time to find a replacement before the commencement of the new academic year.  
• \*\*Renewal:\*\* Members may be considered for a second term, with the maximum service duration being two (2) consecutive terms (totaling six years).  
• \*\*Renewal Process:\*\* At the end of each term, current board members will vote on the renewal of those members seeking an additional term. Renewal will be based on the member's prior contributions and availability.

## Board Meetings

## Tenure, Notice, and Term Limits

## Commitment and Acknowledgment

By signing below, you affirm your commitment to the responsibilities outlined in this agreement and pledge to uphold the mission and objectives of the WiB Advisory Board.