# Women in Business (WiB) Advisory Board Member Agreement

This agreement delineates the roles, responsibilities, and expectations for members of the Women in Business (WiB) Club Advisory Board at London Business School (LBS). By affixing your signature to this document, you commit to actively uphold the mission, strategy, and initiatives of WiB, adhering to the terms outlined below.

## WiB at LBS Overview

The Women in Business Club (WiB) at London Business School (LBS) is dedicated to celebrating and promoting women's leadership. As a robust support system for aspiring women leaders, WiB offers a broad spectrum of activities including the flagship conference (EQUALL), networking opportunities, personal and professional development events, recruitment, and mentoring.

## WiB Mission Statement

Our mission is to empower LBS women in their personal and professional development by fostering connections and building a community of future leaders. We firmly believe in promoting gender equity in business and beyond.

## Advisory Board Objective

The Advisory Board for the WiB Club at LBS is a key catalyst for strategic direction, institutional memory, and sustainable success. It ensures club continuity, relevance, and a progressive approach to advocating women’s leadership and professional development. This guidance is crucial in assisting WiB in its mission to foster women’s leadership at LBS and beyond.

## Role and Responsibilities

Each Board Member commits to:

• Offering strategic advice and support to further the club's goals and objectives.  
• Attending quarterly Board meetings with club leadership and contributing actively to discussions.  
• Supporting the planning and execution of the EQUALL conference, including:  
• Securing sponsorship opportunities.  
• Recommending keynote speakers and potential panelists.  
• Providing feedback on potential conference themes and panel topics.  
• Mentoring 1-2 assigned club pillars, providing guidance and task-specific support as necessary.  
• Board meetings are held approximately four times per academic year, typically once per quarter, concluding with a handover session in June.  
• Agendas and any necessary pre-read materials will be disseminated at least 72 hours in advance.  
• While in-person attendance is preferred, all meetings will offer a virtual option to accommodate all members.  
• Board members are expected to attend at least 50% of Board meetings annually, barring extenuating circumstances. This ensures respect for all members' time and optimizes live feedback and brainstorming opportunities. Absence from three consecutive meetings without extenuating circumstances will necessitate a discussion among Board members and Presidents on term continuance.  
• \*\*Board Term\*\*: Each Advisory Board Member will serve a three-year term.  
• \*\*Notice\*\*: Board members are requested to provide at least a one-month notice of their intention to resign, ideally between March and July, to facilitate timely 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 consecutive terms (six years in total).  
• \*\*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 contingent on prior contributions and the availability of the member in question.

## Board Meetings

## Tenure, Notice, and Term Limits

## Commitment and Acknowledgment

By signing this agreement, you acknowledge your commitment to the responsibilities delineated herein and pledge to uphold the objectives of the WiB Advisory Board.