

AMA EXECUTIVE COMMITTEE TERM OF REFERENCE

KABUL – AFGHANISTAN (2016)

Background: Afghan Midwives Association is in the process of reorganization and system development. Year 2015 was a challenging time not only for AMA but for many other Associations and organizations as well. AMA has gone through a comprehensive assessment done by external consultant supported by HEMAYET project of JHPIEGO. In this assessment there was clear direction toward structure changes and association management and development.

Following Congress in Sep 2015 in which an executive board (with 13 members) has been elected, AMA leadership decided to assign all these board members in to 12 committees where they can easily find their responsibility and scope of work. The current ToR specifies certain responsibility and scope of work of all the above mentioned committees.

Objectives:

- 1.** To assign members of executive board on certain activities in area of their expertise to fulfill necessary obligations
- 2.** To facilitate smooth implementation of AMA activities outlined in business plan 2016

Specific Objective:

(To be mentioned by committee member)

1. Professional Development Committee

This committee has overall responsibility to focus and implement Professional development initiatives of AMA and reportable to Executive Board. The committee should update on progress of professional development of midwives and midwifery program.

The following are specific tasks and responsibilities

- Conduct training need assessment (TNA)
- Develop training plan and training schedule
- Learning Resource Package (LRP)
- Conduct training
- Developing Training Report
- Sharing update standards with provincial chapter
- Revision of mentorship curriculum whenever needed

Member of committees

Name number	position	Profession	contact
----------------	----------	------------	---------

Output:

- Training Need Assessment conducted and result is shared
- A solid training plan developed and implemented
- LRP for number of training developed and update
- Number of trainings conducted and reports provided
- Mentorship curriculum revised and update as per need

Deliverable:

- Committee update on Professional development in each executive board meeting
- Monthly and annual progress report