

WADDAN Organizational Structure

1. General Body (GB) / Founder and Other Members

The General Body (GB) is the highest institutional authority of WADDAN and includes both Founder Members and other members of the organization. The GB safeguards WADDAN's mission, vision, and legal identity. It **elects / endorses the Board of Directors**, approves major constitutional amendments, and provides strategic guidance. The GB does not participate in day-to-day operations.

2. Patron-in-Chief (Honorary)

The Patron-in-Chief provides ceremonial guidance and represents WADDAN at public and institutional forums. This position does not hold executive, managerial, or fiduciary authority and does not participate in operational or financial decision-making.

3. Board of Directors (BOD) / Governing Body

The Board of Directors is responsible for governance, strategic oversight, policy approval, financial management, risk oversight, and institutional accountability. The Board ensures compliance with statutory requirements, donor standards, and organizational policies.

Key Responsibilities:

- Approving organizational policies and strategic plans
- Oversight of financial management and audits
- Ensuring transparency, accountability, and compliance
- Appointment and performance oversight of senior management

4. Advisory Board

The Advisory Board consists of subject-matter experts who provide technical guidance, policy input, and strategic recommendations. The Advisory Board supports the Board and Executive Leadership but does not hold executive or fiduciary authority.

Executive Leadership

5. Executive Director (Female)

The Executive Director provides overall organizational leadership, strategic direction, and programmatic oversight. She ensures gender-responsive programming, safeguarding

frameworks, and inclusive community engagement. She also oversees program budgets and serves as a co-signatory on organizational bank accounts.

Key Responsibilities:

- Strategic leadership and organizational development
- Gender, safeguarding, and inclusion leadership
- Program quality assurance and donor coordination
- Institutional representation and partnerships

6. Chief Executive Officer (CEO) (Male)

The CEO manages operational management, high-risk field operations, government liaison, and donor operational coordination. He ensures staff safety, security protocols, and institutional continuity in sensitive environments.

Key Responsibilities:

- Operational management and field security
- Government and regulatory liaison
- Operational approvals and donor coordination
- Risk and threat management for staff and activists

7. Chief Finance Officer (CFO)

The CFO oversees financial strategy, budgeting, reporting, donor compliance, internal controls, and audits. This role ensures transparent financial management in line with statutory and donor requirements.

8. Chief Logistics and Procurement Officer (CLPO)

The CLPO manages procurement planning, vendor management, logistics operations, inventory, and asset management. This role ensures compliance with procurement policies and transparent, cost-effective supply chain systems.

Program and Operational Management

9. Director of Programs

Coordinates program managers, field coordinators, and technical teams to ensure alignment with organizational strategy and donor commitments.

10. Program Managers and Officers

Responsible for project implementation, supervising technical specialists, and overseeing community mobilization teams.

11. Field Coordinators and Community Mobilizers

Facilitate community engagement, beneficiary outreach, and grassroots-level project implementation.

Administrative, Finance, and Logistics Units

These units provide operational support to ensure transparency, accountability, compliance, and efficient resource utilization across all projects.

Key Governance and Management Features

- Women-led programmatic leadership through the Executive Director
- CEO responsible for operational safety, male safeguarding, and government liaison
- CFO ensures financial integrity, donor compliance, and audit readiness
- CLPO ensures transparent procurement and logistics systems
- Advisory Board provides technical guidance without executive authority
- Delegation of Authority (DoA) framework approved by the Board of Directors
- Clear separation between General Body, Board, and Management to ensure strong governance and accountability