

Call for Candidates: Regional Offices 2024-2026

IFLA's vision is of a strong and united global library field powering literate, informed and participatory societies. We see the promotion of strong national and regional fields as an essential part of this, providing the pillars on which our international work is built.

Key to delivering on this goal are IFLA's Regional Offices. These play a key role as:

- a bridge between our Members and Affiliates and our global Headquarters, as well as a first port of call for librarians and institutions interested in finding out more about, or benefitting from, IFLA's work
- amplifiers of IFLA's communication, as well as disseminators of materials, helping to ensure that everyone who could benefit from these can do so.
- contributors to the development and effective delivery of responsive regional action plans
- promoters of IFLA membership and sources of insight and information on regional library fields, helping to shape IFLA's ongoing actions

With a focus on regions with a lower number of IFLA members in proportion to their populations (Asia-Oceania, Sub-Saharan Africa, Latin America and the Caribbean, and the Middle East and North Africa), they help us move towards both stronger representation of IFLA, and greater support for, and engagement of, librarians globally.

Regional offices are typically hosted in national or other major libraries, which can draw on their own institution's reputation and reach in order to fulfil their mission most effectively. They are able to dedicate staff time to the role, and in return gain a visible leadership role within their regional library fields. While regional offices are expected to deliver in line with their agreements with IFLA, holding the role can fit within a broader institutional internationalisation strategy.

The successful host will work alongside the corresponding Regional Division Committee, but takes its lead from IFLA Headquarters. It is anticipated that the Regional Office will lead on some issues, but will work in collaboration with the Regional Division Committee on others. A good relationship between Regional Offices and Regional Division Committees is highly important.

As a Regional Office, we ask in particular for the following:

- A named regional manager who is able to dedicate sufficient time to fulfil the role (at least 0.2-0.25FTE), with more time welcome
- Additional administrative support as required to enable the manager to fulfil the role
- An ability to provide strategic insight into the shape and conditions of regional library fields, helping to inform work both by the corresponding Regional Division Committee, and IFLA Headquarters

- An ability to maintain contacts and networks across the region, both among libraries and with other stakeholders, such as United Nations Regional Economic Commissions or major regional funders. The Regional Office should also help in efforts to identify new potential partners
- An ability to lead on (or contribute to) the management of projects, both supported by IFLA and Stichting IFLA Global Libraries, and by external funders

In turn, IFLA will provide:

- A named liaison within IFLA Headquarters
- Funding to support participation of one person, preferably the regional manager at the World Library and Information Congress, as well as participation in regional events
- A logo which can be used in outreach and other activities, as well as promotion in our own activities

We welcome applications from eligible host candidates. Applications should follow the below structure, and are welcome to share supporting documentation, ideally in the form of links.

Please submit your applications to ifla@ifla.org. **Deadline: 12pm CEST (UTC+2), 17 July 2023**, using the template form provided below.

Template for responses

Region applied for:	[Asia-Oceania]/[Latin America and Caribbean]/[Middle East and North Africa]/[Sub-Saharan Africa]
Candidate institution name:	
Candidate institution address:	
Name of senior official at the candidate institution:	
Name of the person leading in this application (application lead):	
Contact details of application lead:	
Current role of the application lead:	
Brief overview of the applicant institution and its work (max 300 words):	
Brief overview of the applicant institution's experience in running project activity (max 400 words)	
Brief overview of the applicant institution's international profile and activities with libraries in the country and region (excluding IFLA) (max 400 words):	
Brief overview of the applicant institution's engagement with IFLA in the last 5 years (max 400 words):	

<p>Description of how the applicant institution could fulfil the role of Regional Office, including the resources (staff, space, venues, funding) that will contribute to this work (max 600 words):</p>	
<p>Description of applicant institution's understanding of what is needed in order to strengthen the library field in the region, and challenges to this (max 400 words):</p>	