

Guidelines for Nordisk Panorama board members.

Board members are selected for 4 years at a time during which period they are expected to take active part in the strategic leadership and development of the organisation and contribute to the best possible conditions for developing the products and services provided by the organisation.

They should therefore take part in the following activities:

1. Three yearly board meetings, where two requires physical presence and one, which is held via Skype, if the agenda allows it.
2. Presence during the yearly festival in Malmö in September in order to make them selves acquainted with the festival and conduct networking in the best interest of the organisation. Before each festival each board member is expected to generate a plan for this in collaboration with the director and/or the chairperson.
3. Two yearly meetings with the National Advisory Group; one between the festival and the board meeting in March, the other between March and June 1st in order to use the input in the festival. Minutes of the meetings should be sent to the director and shared with the other board members for instance on Slack.
4. An occasional strategic workshop according to the boards own decision.
5. Organizing and/or taking part in occasional meetings with relevant stakeholders in their own country
6. Taking part in rare meetings with top stakeholders on a Nordic level
7. The board members can request free accreditation to the festival for members of their Advisory Group, when this is made relevant by an engagement plan for the particular AG-member with the purpose to improve the value of their contribution in the AG. Budget issues should be considered.

Each board member shall receive the following remuneration according to the present budget and bylaws:

8. Each board member receives a fee of 5.000 DKK per year, which is to be considered a symbolic payment. The Chairperson receives a double fee per year.
9. Each board member receives a fee of 5.000 DKK per year to cover any cost for administration, telecommunication and expenses for food and drinks during travelling, etc.
10. Each board member receives a special delegate pass, which allows them to access all areas of the festival. If the board member wishes to have a project at the Forum or use the matchmaking services of the staff or get access to special meetings with decision-makers not relevant to their board member duty, these services have to be acquired at normal conditions.
11. The organisation will cover costs to travel and accommodation related to all meetings and the festival participation according to a principle of reasonability and economical responsibility. If in doubt please consult the chairperson and/or the director.
12. Board members will receive meal tickets during their presence at the festival.
13. Board members will be invited to the Award Gala free of charge
14. The board has a representation budget to cover expenses for food and beverages, etc. related to meetings and other board duties. Representative expenses have to be pre-approved by the chairperson or the director.