

## TERMS OF REFERENCE

### Advisory Board of the Ghana Circular Economy Centre (GCEC)

#### BACKGROUND

Ghana is committed to becoming a global leader in the just transition to a circular economy as a key pathway to sustainable development, stimulating resilient economic growth, creating jobs across different sectors, supporting innovation and digitalisation, and improving environmental outcomes. In support of this national ambition, the United Nations Industrial Development Organization (UNIDO) is implementing the Ghana Circular Economy Centre (GCEC) project, funded by Global Affairs Canada.

The Centre provides a platform to:

- Translate circular economy concepts into practical initiatives, pilots, and investments;
- Convene public, private, academic, and civil society actors to collectively support the transition to a circular economy;
- Support enterprises of all sizes, entrepreneurs, and communities to innovate and scale circular solutions across sectors and priority value chains; and
- Strengthen linkages between climate action, environmental sustainability, social inclusion, and competitiveness.

To fulfil this mandate, GCEC will be guided by an Advisory Board.

#### PURPOSE OF THE ADVISORY BOARD

The GCEC Advisory Board is a non-fiduciary, multi-stakeholder body that provides high-level strategic advice and support to the Centre.

Its purpose is to:

- Contribute to shaping a nationally significant Centre that influences policy, investment flows, and enterprise ecosystems;
- Ensure alignment with national and international circular economy, climate, and development priorities;
- Support the translation of circular economy ideas into action; and
- Serve as ambassadors for the Centre.

The Advisory Board does not assume legal, fiduciary, or management responsibilities.

#### FUNCTIONS AND RESPONSIBILITIES

The Advisory Board may be called upon to provide advice on:

- Strategic direction: e.g., advising on priority value chains, reviewing annual strategic plans and positioning;
- Horizon scanning, emerging technologies, and international best practices;
- Ecosystem building and partnerships: e.g. facilitating connections with global circular economy networks, anchor corporations, and South-South and South-North knowledge exchange platforms;

- Programme and technical design: e.g., reviewing and/or advising on pilot project proposals, advising on circular business model adaptation, and circular economy curricula;
- Policy, advocacy, and thought leadership: e.g. recommending strategies for national circular policy uptake, advising on positioning GCEC at international forums and promotion of Centre knowledge products; and
- Resource mobilisation: e.g., facilitating introductions to potential funders and investors.

## COMPOSITION AND SKILLS PROFILE

The Advisory Board will comprise 3–5 external members, including an independent Chair. The Executive Director will serve as Convener to the Advisory Board, responsible for coordinating meetings and facilitating engagement between the Board and the Centre. Efforts will be made to ensure gender, geographic, and sectoral diversity in the composition of the Advisory Board.

Members will be senior practitioners and/or recognised leaders in circular economy and will collectively bring expertise in:

- Circular economy strategy and business models;
- Finance and investment;
- Design and materials innovation;
- Data, metrics, and impact measurement;
- Public policy and regulation;
- Entrepreneurship and SME development; and
- Governance and strategy.

Members will serve in their individual capacity.

## MEMBERSHIP, TERM, AND TIME COMMITMENT

Members are appointed for a 2-year term, subject to renewal. Members are expected to attend meetings, participate in consultations, and review documents in advance. Members serve on a pro bono basis. Reasonable expenses may be reimbursed for in person meetings. The members are expected to commit between 20-40 hours per year to the role (~3-4 meetings (2 hours each), pre-meeting document review (2-3 hours per meeting), ad hoc consultations and ambassador activities (5-10 hours).

## MEETINGS AND WORKING MODALITIES

The Advisory Board will meet 3 – 4 times per year. Meetings may be convened virtually or in person, as circumstances permit. Members may also be invited to participate in ad-hoc thematic working groups.

## COMMUNICATION AND USE OF GCEC NAME

Advisory Board members are encouraged to act as ambassadors of GCEC, promoting its work through their networks, events and platforms, in coordination with GCEC management.

## HOW TO APPLY

Interested candidates are invited to submit:

- A current curriculum vitae or professional profile; and
- A short statement of interest (no more than one page) outlining the core expertise and perspective you would bring to the Board.

Please send your application to [info@gcec.org.gh](mailto:info@gcec.org.gh) by 30<sup>th</sup> June, 2026 , with the subject line “GCEC Advisory Board Application.”