



## **WORLD FOR WORLD ORGANIZATION (WFWO)**

### **EXECUTIVE SECRETARIAT ROLE (ES)**

The WFWO's Executive Secretariat is responsible for day-to-day operations, including relations with international institutions, governments, private sector, communications, advocacy networks, mobilizing resources team, supporters and partners, from the public and private sectors, managing programs, grants, providing financial, legal and administrative support and reporting information on the WFWO's activities to the Executive Board Directors and the public in general.

About 10 permanent staff, more than 30 expert consultants and 650 advocacy friends of WFWO, internship and volunteers representing more than 100 nationalities work with the WFWO. As per the WFWO administration policy will cover the cost of consultants experts or volunteers work only within the program approved and funds are available and confirmed by EBDRMT, in order to save the administration cost and all majority of funds received equivalent of 85 % should go to the programs.

The main primary working language is English, at least two-thirds of the teams at the WFWO are also proficient in Italian, French, Spanish. Many other languages are also spoken by the WFWO's team, ranging from the other four official UN languages (Arabic, Chinese, Russian and Spanish) to dialects from all parts of the world. The Executive Secretariat is led by Executive President of the EBD. (see Org. Chart)

The administrative costs of the WFWO, which include both the expenses related to the WFWO's Executive Secretariat comprise approximately five percent (5%) of total annual expenditures. To date, investment income generated by the WFWO/EBDRMT is sufficient to cover these administrative costs, ensuring that all funds received go directly to WFWO's sustainable development programs supporting the men, women and children in developing countries as per our frameworks strategy plan.

The Executive Secretariat is based in:

Via Andrea Millevoi, n°35, Rome – 00178 (Italy)

Tel: +39 06 51530985 - Fax: +39 06 51960227

E mail: [info@worldforworld.org](mailto:info@worldforworld.org) - Website: [www.worldforworld.org](http://www.worldforworld.org)