



THE ISLAMIC FOUNDATION

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Mehri Niknam, MA, MBE
Executive Director
The Joseph Inter-Faith Foundation
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20th July 2011

Dear Mehri,

It was a pleasure to speak to you earlier this week. I am happy to inform you that the Islamic Foundation would be delighted to have you as a member of the Advisory Board.

The Advisory Board has been set up in order to bring fresh perspectives and insights to our wide range of activities. We have approached a small number of people who have made a valuable contribution to community relations in this country. We would like the board to consist of a range of people from faith and non-faith backgrounds with academic, community, business, policy and media experience.

Terms of reference of the board would be:

To advise the senior management committee of the Islamic Foundation on the work of the institution, providing suggestions for the work plan as well as feedback on existing plans and activities. The board would meet twice every year and would be composed of up to 11 persons who would be invited to fulfil the role of Advisor for a maximum term of two years. Travel expenses would be covered though remunerations would not be available.

We have had the first preliminary meeting in June which included a session giving an introduction to our range of activities of the Foundation. Meetings would ideally last around 3 hours maximum, starting with a light lunch, and will be held in Markfield, Leicestershire. The next meeting is planned for January 2012, diaries permitting.

We will be grateful if you kindly send an acceptance note and look forward to welcoming you at the January meeting.

Please could I also ask if you could send a short biography (1-2 paragraphs).

Yours sincerely,

M. M. Ahsan

Dr Manazir Ahsan
Director General