



BOARD OF DIRECTORS

POLICY: Director Recruitment

Number: 1-017

Developed by: Governance Committee	Review or Revision by: Governance Committee
Approval Date: Initial: June 2012 November 24, 2015 February 26, 2019	Review or Revision Date: Every Three Years
Approved by: Board of Directors	Signature(s): _____

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Policy Statement

The Board must ensure that the Directors possess the skills, experience, diversity and attributes that are necessary for effective Board governance and performance.

Policy

The Governance Committee will recommend to the Board the skills and attributes which need to be considered when choosing a candidate to fill a Board vacancy or to address an unmet skill required on the Board.

The terms of reference of the Nominating Committee provide that the Committee shall present nominees to the Board for election as Directors.

Directors will be elected based on a demonstrated record of possessing the specific qualifications and competencies necessary for effective governance.

Process

Governance Committee Responsibilities

The Governance Committee will:

In February of each year start the recruiting process.

- 1) Survey all current Directors as to their intentions with respect to re-election to the Board, membership on Board committees and serving as a

committee chair or Board Officer.

- 2) Recommend a list of competencies or characteristics that would be an asset to the Board in the next year and future years, given its strategic priorities and needs of the Hospital.
- 3) Request that all current Directors complete a self- assessment of their competencies/skills as a Director.
- 4) Review the Board's current composition and anticipated vacancies and identify particular competencies to look for in new Directors.
- 5) Begin the recruitment process that will include:
 - inviting non-Director members of committees to apply for vacant Director positions if they possess competencies being considered;
 - encouraging Directors to recommend candidates possessing the competencies for consideration by the Nominating Committee; and
 - advertising the vacancies in local media and Guelph General Hospital's website.

Nominating Committee Responsibilities

The Nominating Committee will:

- 1) Accept formal applications from interested individuals to fill vacant Director positions.
- 2) Review prospective Board candidates against the Board skills profile and develop a short list of candidates for interview.
- 3) Interview short listed candidates to assess the prospect's interest and qualifications against the Board's needed competencies.
- 4) Select candidates for election as Directors. The final selection of the nominees rests with the Nominating Committee.
- 5) Provide the Members with information about the recommended candidates.
- 6) At a meeting of the Members, nominate the persons for election as Directors. The committee may, at its discretion, present the nominees together as a slate.



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Filling Interim Vacancies

- 1) The Nominating Committee will recommend nominees for vacancies that arise to fill an unexpired term. Appointment will be approved by the Board until an election is held at the next annual meeting.