

 <p>MULTICULTURAL COUNCIL of TASMANIA</p>	Board Member Recruitment Policy	Policy ID	MCOT-BMR
		Version Number	1
		Implementation Date	20 June 2019
Page Number	1 of 2	Last Reviewed/Update Date	Approved 20 June 2019
Policy Owner	BOARD	Approval	Board
Drafted by	Ron Franks	Next review date	April 2021

INTRODUCTION

The nomination and selection of Board members is the prerogative of the members of Multicultural Council of Tasmania through the election process. However, given the responsibilities of the Board, there is a need for the Board to have an appropriate mix of skills, expertise and experience including knowledge and experience in good governance practice. Policies and procedures must facilitate the election of those people who best meet the skills and experience needs of the Board as determined from an up-to-date Board evaluation.

PURPOSE

Board members should provide an appropriate mix of skills and capability to provide the necessary breadth and depth of knowledge and experience to meet the Board's responsibilities and objectives. The Board also aims for a composition which will appropriately represent the interests of the various groups contained within the organisation's common bond and which will include a diversity of Australia's peoples.

POLICY

The Board should attempt, using its network of contacts within and without the organisation's membership, to identify appropriate individuals with needed skills and interests as potential Board members. When vacancies arise among the elected Board positions, such individuals should be encouraged to nominate for election. Such individuals may also be appointed by the Board, where the Constitution provides, to vacant Board positions.

RESPONSIBILITIES

It shall be the responsibility of the Secretary to draw up and maintain a list of prospective candidates for the Board. All entries on this list shall be reported to the Board.

It shall be the responsibility of the Board to ensure that any nominees, candidates, or new members are acquainted with the organisation's purposes, policies, and procedures. The CEO will be included in the process of recruiting, interviewing and onboarding new board members.

PROCEDURES

The Board shall regularly assess its composition by reference to

- Necessary areas of expertise
- The ideal balance between experience and freshness
- Desirable diversity in relevant areas
- Contributions from relevant stakeholders.

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The Board shall identify areas where existing Board composition falls short of the ideal.

Board members shall attempt to recruit from their networks Board candidates who would fill those gaps.

Before each annual election the Board shall attempt to recruit nominations for the Board.

RELATED DOCUMENTS

- Code of Conduct
- Conflict of Interest Policy
- Equal Employment Opportunity policy
- Anti-discrimination policy

AUTHORISATION

Signed by CEO:Date: 20 June 2019

Signed by Chair: Date: 20 June 2019