

NURSING EDUCATION COUNCIL OF BRITISH COLUMBIA (NECBC)
NOMINATING COMMITTEE - TERMS OF REFERENCE

Mandate

The Nominating Committee is a Standing Committee of NECBC and is responsible for ensuring a formal, rigorous and transparent process for the appointment of members of the NECBC Executive Committee. This includes the Officers (Chair, Vice-Chair, Treasurer, and Secretary) and two members at large.

Key Duties

The Nominating Committee will:

- Seek, identify and recruit qualified individuals to stand for election as one of the members of the NECBC Executive Committee and make recommendations to NECBC.
- Ensure criteria for the Chair and Vice-Chair positions are met. Criteria include being active members of NECBC, possessing political acumen, and the ability to speak to/advocate for issues consistent with NECBC's purpose and goals.
- Communicate directly with each candidate to discuss the roles, responsibilities and expectations of the role of each Officer.
- Promote a distributive balance in the composition of the Executive Committee.
- Have regard to the specific and desired competencies required by each Executive Committee position in soliciting nominations.
- In spring, present to NECBC the names of consenting candidates for each Executive Committee position. If there is more than one candidate for a position, a vote will be held by NECBC members.
- Where appropriate, identify individuals for future nominations as members of the Executive Committee and maintain this information for use by future Nominating Committees of NECBC.

Membership:

The Nominating Committee will be comprised of a minimum of 3 NECBC members named by the Council at the fall meeting.

Term will be two (2) years (may be extended for an additional 2 year term).

Quorum shall be two (2) members. Meetings can occur in person, via video/telephone conference, or electronically.

Committee Chair

Will be chosen at the first meeting of the Nominating Committee in the fall of each year.

Authority

The Nominating Committee will exercise its authority in accordance with the NECBC Bylaws (Article V).

Approved: October 29, 2017