

Nominations Committee Terms of Reference

The Professional Administrators of Volunteer Leaders Ontario (PAVRO), in its pursuit of excellence in volunteer resources management, values alliances with other professional associations. PAVRO understands that alliances offer many benefits and actively seeks and supports local, national and international associations.

Purpose

The Nominations Committee is a standing committee of PAVRO's Board of Directors. It will ensure, on a continuing basis, the Board of Directors is composed of qualified and skilled persons capable of, and committed to providing effective governance leadership of PAVRO.

Nomination Committee members will:

- Seek, identify and recruit qualified individuals to stand for election as Directors;
- In addition to seeking candidates through the usual networking channels within the community, the Committee will also issue and open call for nominations through organizational promotional efforts including, but not limited to, media releases, flyers, PAVRO newsletter (Powerline) and website;
- All marketing collateral will be updated on an annual basis;
- Promote a balance in the composition of the Board by recruiting candidates with specific and desired competencies required on the Board;
- Communicate directly with each candidate to discuss the roles, responsibilities and expectations of a Director;
- Prepare the slate of nominations ready for the AGM;
- Oversee the election process at the AGM;
- Work with the Executive committee to ensure that each new Director has an orientation in preparation for their role on the Board; review and update orientation materials;
- Identify individuals for future Board nominations and maintain this information for use by future Nomination Committees;
- Update the board skills and competencies matrix on an annual basis;
- Provide professional development opportunities as required by the Board including the annual Board retreat in the Fall
- Ensure annual recognition of Board members' volunteer contribution

MEMBERSHIP OF COMMITTEE

The Committee will be comprised of one member of the Executive Committee, the Past President, at least one (1) other member of the Board of Directors, plus any other members as appropriate.

The Committee which will be appointed by the Board of Directors will be appointed at the first Board meeting following the AGM and will serve at two-year (2) term with one (1) term renewable.

Approved: May 5, 2017