

Process for Identifying New Candidates
For Recommendation to Government for Appointment to the Board

The Vancouver Island Health Authority Board has assigned responsibility for this process to the Governance & HR Committee.

- The Governance & HR Committee has developed Criteria for Director Selection. The criteria will be reviewed annually and updated as required.
- The Governance & HR Committee will bring forward the Criteria for Director Selection to the Board for approval.
- The Board Liaison will work with the Board Resourcing & Development Office (BRDO) to complete a Notice of Position.
- The BRDO will post the Notice of Position on their website.
- The Board Liaison will place notices in all local newspapers across Vancouver Island, as well as the two major daily newspapers on the Island, (Times Colonist and the Nanaimo Daily News) advising of upcoming vacancies on the Board and the process for applying through the BRDO website.
- The BRDO is responsible for receiving applications and forwarding them to the Vancouver Island health Authority for review.
- The Governance & HR Committee will review the applications forwarded by the BRDO and develop an initial short-list of qualified candidates. Applicants will be short-listed based on their ability to meet the established criteria for Director selection, and screened to ensure there is no conflict of interest as per the current policy for Long Term Board Renewal.
- A final short-list of candidates will be developed and the Governance & HR Committee, along with the President & CEO, will interview these candidates.
- An assessment of the skills of current Board members and the candidates interviewed will be completed.
- Recommendations for appointment will be forwarded to the BRDO for review and recommendation to the Minister of Health.

August 17, 2005

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