

RVH Board of Directors Board Member Recruitment Information for Candidates

Recruitment Process

Date	Process
<p><i>Thank you for your interest in the RVH Board of Directors. The following information and approximate dates are provided as a reference and explanation of the Board Recruitment Process.</i></p>	
November – May	<p>Recruitment Phase: Resume review, Interviews, Reference Checks, Election</p>
January - April	<p>Confirmation of Eligibility: As stated in our advertisement, eligible candidates must be fully vaccinated against COVID-10 and at least 18 years of age, not have the status of bankrupt and reside or work in the North Simcoe Muskoka area. Candidates are not eligible if they are an employee, a member of the Professional Staff, an independent contractor of the Corporation or a Family Member of a person referenced herein. Candidates selected by the Governance Committee to move forward in the process are required to confirm (via email) their eligibility prior to moving to the telephone interview.</p>
January - April	<p>Telephone Interview: Led by the Governance Committee Chair along with another Committee Member, selected candidates will receive an invitation to participate in a telephone interview to discuss their qualifications further. The telephone interview will take approximately 20-25 minutes. In order to ensure a robust conversation, and in keeping with RVH's Board Recruitment Policy, candidates are provided with interview questions, Board Position Description and Board Roles & Responsibilities prior to the interview. Candidates are also provided with an information sheet outlining board and committee meeting dates.</p>
March - May	<p>Invite to Participate in Formal Interview Upon completion of telephone interviews, candidates selected to move forward to the Formal Interview will be contacted via email and provided with the following details:</p> <ul style="list-style-type: none"> interview questions interview details – time, location, names and titles of interview panel request to provide three references prior to the interview request to complete the RVH skills matrix prior to the interview (template and definition of skills will be provided)
April - May	<p>Formal Interview with Governance Committee Depending on the number of positions available, the Governance Committee will select preferred candidate to move forward to the next step – reference checks.</p> <p>Candidate Contact – Successful Applicant(s) - Reference Checks Upon completion of successful reference checks, the preferred candidate(s) will be contacted via phone and email to advise they have been selected to move to election at the June Board meeting.</p> <p>Candidate Contact – Unsuccessful Applicant(s) Candidates who are not chosen to move forward are contacted to inform them of the Committee's decision.</p>
June	<p>June Board Meeting New members are appointed or elected depending on the director position being filled as per the Board Terms outlined in the By-laws. Following approval at the Board Meeting, candidates are contacted via phone and email to advise they have been approved by the Board and will be invited to attend the Annual General Meeting (AGM) for final and formal approval by the Members of the Corporation.</p> <p>Annual General Meeting Formal election of members. New members invited to attend.</p>