

Nomination Committee Charter



WESTERN AUSTRALIAN INSTITUTE *of* SPORT

1. PURPOSE

To assist the Chairperson and the Board in ensuring that the Board is comprised of individuals who collectively are best able to discharge the responsibilities of the Board by:

- 1.1 Identifying suitable candidates to the Board
- 1.2 Recommending the reappointment of directors, where appropriate, to the Board

2. COMPOSITION

- 2.1 Members will be appointed as required and for no fixed term
- 2.2 The Committee will consist of at least three non-executive members, with diversity a key consideration
- 2.3 The Board Chairperson will be a member
- 2.4 Other members will be appointed by the Board
- 2.5 The Committee will be chaired by a non-executive member
- 2.6 The Executive Officer may be requested to attend meetings or part of a meeting of the Committee

3. DUTIES AND RESPONSIBILITIES

- 3.1 Using the attached matrix, review and assess the skill set and experience within and/or required by the Board
- 3.2 Invite and assess nominations for Board vacancies which will include consideration of those who have registered an interest in serving on Government Boards
- 3.3 Provide the Board with the Minutes of each Committee meeting
- 3.4 Committee Chairperson to report to the Board after each Committee meeting on any matters that need to be drawn to their attention
- 3.5 Provide the Board with recommendations for new Board members and/or the re-election of current directors, for consideration by the Minister for Sport and Recreation

4. MEETING SCHEDULE

The Committee will meet at least once per year and then as required to fulfil its obligations.

5. WAIS BOARD COMPETENCIES AND SKILLS MATRIX

Technical skills / experience	Directors									
	A	B	C	D	E	F	G	H	I	J
Accounting/Finance/Risk management										
Business/CEO experience										
Legal/commercial experience										
Sports industry experience										
Specific sports or sports science experience										
Human Resources experience										
Previous non-executive director experience										
Information systems and services experience										
Pastoral care experience										
Marketing/Sales Experience/Public Affairs & Communications skills										
Former high performance athlete										
Fundraising/Foundation experience										

Behavioural competencies	A	B	C	D	E	F	G	H	I	J
Ability to assimilate and synthesise complex information										
Strategic thinker										
Capacity to develop and deliver a cogent argument										
Innovative thinker										
Leadership ability										
Interpersonal and relationship management skills										
Honesty and integrity										
High ethical standards										

Other personal attributes	A	B	C	D	E	F	G	H	I	J
Availability to commit the necessary time										
Passionate about sport										

Review and Revision

This policy, and all related appendices, will be reviewed as it is deemed appropriate.

Policy review will be undertaken by the Board

Revision History

Date	Version	Reviewed by	Changes made
31/8/2019	1.1	Board	Policy updated

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