

COMMUNITY LIVING DURHAM NORTH

BOARD RECRUITMENT AND ORIENTATION

Policy No: A-4 (Governance)

Effective Date: June 30, 2011

Last Revision: August 29, 2016

Last Review:

Rationale:

To ensure that the organization builds and continuously re-builds a vital and balanced governing body.

Policy Statement:

The Board will establish a Recruitment Committee to ensure that recruitment onto CLDN's governing body is an ongoing activity.

The Board will actively seek the participation of self-advocates and of family members; it will also be cognizant that the Board should not be dominated by any one kind of stakeholder. It will seek a balanced composition that might include one or more professionals who work elsewhere in this or in a related sector. It will also rely on the participation of members of the community, at large, who bring different backgrounds and perspectives to the Board table. Deliberations concerning this kind of balance will be part of the Board's continuing effort to attract suitable candidates.

In an effort to refine this exercise, the Board's Recruitment Committee will use a matrix to pinpoint areas in which existing board members are experienced and competent. Gaps in the matrix (areas of competence that are not covered) may assist the committee to target its recruitment activities.

Potential candidates will be personally approached by the Board in order to explore their interest. If interest is indicated, the person will be provided with an information package on the organization and a subsequent information session will be scheduled to provide an overview of the organization and to review the roles and responsibilities of the Board.

New Board members will be recruited in accordance with CLDN's by-laws.

The Executive Officers of the Board will be responsible for the orientation of new recruits. The orientation should accommodate the preferences of the person (i.e. face to face discussion vs. print material, etc.) but it must contain certain mandatory components, as follows:

- Our support of people with challenging behaviours;
- Our Abuse Prevention Policy;
- Our policy on privacy, confidentiality and the collection, use and disclosure of personal information;
- Our Vision, Mission Statement and Guiding Principles;
- Policies relating to the Governance of CLDN – including Board Roles and responsibilities.

- A review of Regulation 299/10 Quality Assurance Measures.

New Board members are required to provide a personal reference check and a police records check, including the Vulnerable Sector check; in the absence of these, the board member cannot have direct, unsupervised contact with supported people through the auspices of CLDN.

The need to visit program locations and to meet supported persons will be emphasized and every new Board member will have as many opportunities as required in order to be conducted on this kind of tour.

Staff may be called upon to participate in or lead orientation sessions, tours and other such activities, but the Board must take the lead in identifying and recruiting new Board members, and in ensuring that they are appropriately oriented to the organization.

Approved by: Colin Kemp
for the Board of Directors

Date: September 2, 2016