

## NOMINATIONS COMMITTEE TERMS OF REFERENCE

### Preamble

The Nominations Committee is an ad-hoc Committee of the Board of Weightlifting Canada Haltérophilie (WCH). It shall provide assistance in the recruitment process and filling vacancies on the WCH Board of Directors.

### Mandate

Ensure, on an as-needed basis, that the WCH Board of Directors is composed of qualified and skilled persons capable of, and committed to, providing effective governance leadership to WCH.

### Scope

To invite expressions of interest for nominations to the WCH Board of Directors.

The Nominations Committee will perform the following key duties:

- Determine interest of current eligible Directors in serving for a future term
- Issue a call for expressions of interest – with the assistance of the Secretary/Treasurer of the organization
- Work collaboratively to review nominations as required
- research the background of potential candidates and to approach potential candidates with respect to their interest in serving on the WCH Board
- Review and confirm / validate information provided on the expression of interest from interested parties, whether by email, phone, and/or cross-referencing publicly available information
- consider the findings of the confirmation / validation of findings when making recommendations to the Board of Directors.
- Determine suitability of individual candidates based on current needs, including current Directors eligible for second term if applicable
- Review the eligibility requirements as outlined in the by-laws
- Identify a slate of individuals that will satisfy the desired outcomes
- Report to Board with a recommended slate
- Avoid conflicts of interest to the extent possible by assigning review of candidates to Committee members with the least personal connection to the individual candidates
- Ensure that the following guiding principles for Board Composition are reflected in the recommendations:
  - A mix of skills and expertise that is reflective of current needs and priorities
  - Gender balance, cultural diversity and linguistic duality
  - General understanding of the fiduciary responsibilities

The Committee is advisory only and makes recommendations to the Board of Directors, which has final decision-making authority.

**Frequency of Meetings**

The Committee will meet by telephone or in person, as required. Meetings will be at the call of the Committee Chair.

**Decision Making**

Recommendations of the Committee will be reached through consensus. If a Committee member disagrees with other Committee or abstains from making a recommendation, then recommendations will be made by majority decision.

**Appointment**

The composition will include the President and at least 2 other individuals. The Committee may consult beyond its members.

**Term**

The Committee will be appointed on an ad-hoc basis where Board vacancies exist. The Committee will cease to exist when a formal recommendation is made to the Board of Directors for confirmation of eligible candidates. Committee members may serve repeatedly upon request.

