

Nominating Committee Terms of Reference

Membership

There shall be two (2) co-Chairs one of whom shall be a Board Director, and the other co-Chair shall be a member at large nominated by the committee and appointed by the Board. One additional Board member shall sit on the committee for a total of three (3) members. A staff liaison shall be appointed to the committee as an ex-officio non-voting member.

Terms

The members at large shall serve three-year terms. The terms shall be staggered when possible.

Purpose

The Nomination Committee shall coordinate the nomination process for Directors and Elected Officers to be proposed for election at the Annual General Meeting.

Work of the Nominating Committee

- Oversees and makes recommendations to the Board regarding Board succession.
- Oversees and makes recommendations to the Board regarding nominations for member of:
 - Standing Committees except for the College of Fellows Officers and College of Fellows committees
 - RAIC Committees
 - RAIC Task Forces
 - Board of Directors
 - RAIC external appointments
- Oversees the RAIC Volunteer Program.
- Lead the implementation of *B-6 Nominations and Elections*
- Ensures the appropriate mix of skills and number of directors on the Board of Directors annually.
- Work with Board members and national office staff to solicit nominations for vacancies and conduct elections.

Reporting

The Nominating Committee reports bi-annually to the Board with respect to its activities.

Approved by the RAIC Board of Directors on February 21, 2020