

INLINE HOCKEY BOARD APPOINTMENT PANEL

POSITION DESCRIPTION

Job Title	Board Appointment Panel
Responsible To	Inline Hockey New Zealand
Job Purpose	The IHNZ Board Appointments Panel is a necessary function in the stability and continuity of the IHNZ governance structure by ensuring IHNZ has capable board members.

SCOPE

The Panel needs to contain a balance of skills, knowledge, attributes, and experience that matches the strategic direction and needs of IHNZ. The emphasis is on appointing the person with the best knowledge, skills and experience whilst also taking into account the overall composition of the board in terms of diversity and inclusion needs. The recruitment approach undertaken will directly impact on the success of responses from potential candidates and help to ensure that effective members are appointed to boards.

The IHNZ Board needs to ensure appropriate succession planning and have an ongoing process for identifying, developing, or seeking the skills they will need to meet the challenges they face in the foreseeable future. A key element is to achieve a balance between the ideas and approaches those new members can bring and the value that comes from retaining the experience of existing members.

MAIN RESPONSIBILITIES

The IHNZ Board Appointments Panel members shall be responsible for:

- Identifying and inviting suitable candidates to apply for appointment as a Board Member;
- Advertising and inviting members of the public to apply for appointment as a Board Member
- Receiving and assessing applications from candidates for appointment as Board Members (including, undertaking such enquiries and holding interviews and meetings as it sees fit);
- Deciding the candidates to be appointed as Board Members;

- Such other related matters as set out in any applicable regulations.
- To act honestly, in good faith and in the best interests of the organisation and in so doing, to support the organisation in fulfilling its objectives.

SKILLS, KNOWLEDGE AND ATTRIBUTES

IHNZ Board Appointment Panel members need to be able to demonstrate:

- Previous or relevant experience in governance and / or the Board appointment process
- Good judgement and professional decision-making ability
- The ability to work cohesively in a team environment
- The ability to interpret and apply policy and IHNZ policy and procedure) including Child and Youth Protection policy)
- Be able to make objective and accurate assessments and to provide constructive feedback
- Excellent communication and interpersonal skills
- Be able to engage with candidates of all ages and abilities from a wide variety of cultural backgrounds
- Present themselves in a professional manner

This document is a guideline for performance and success and may be amended from time to time as conditions warrant.