



## **RECRUITMENT AND APPOINTMENT PROCESS FOR TRUSTEES & TRUSTEE INDUCTION**

1. Members of the Trust appoint Trustees of behalf of the Trust.
2. If the Members wish to take the initiative, they shall first ask the Trust Board to identify the skills currently required. Otherwise, the initiative to recruit Trustees to be led by the Trust Board.
3. The Trust Board to identify the skills set required using the Trust's skills matrix.
4. Members to be informed when Trustees are seeking to recruit, making available to Members the current skills matrix, general role descriptor, with an indication of the recruitment steps the Trustees propose to take.
5. Interested individuals to receive an information sheet on the role and general role descriptor.
6. Interested candidates to be subject to an interview by an ad hoc committee of Trustees – membership of the ad hoc committee being the Chair, Vice Chair and CEO.
7. Appointment recommendations from the ad hoc committee to be put to Members for their approval. Copies of the profile and/or CV of all candidates to be made available to Members.
8. Once appointed a Trustee will receive induction training within 6 weeks of their appointment date from the Governance Professional. The induction to cover roles and responsibilities, legal responsibilities and obligations expected of trustees.