To meet with the Nominating Committee Chair to fill the slate of officers and committee members for the next term. According to the Constitution, the Past-President is the Chair.

Term: Every second year or as necessary

Reports to: The Nominating Committee Chair

Areas of Responsibility:

* To begin discussions with the Nominating Committee Chair as early as March and no later than the end of April/early May
* To keep all discussions and decisions confidential until the final list is presented to the membership
* To reconvene at any time to discuss progress or lack thereof and to offer the Chair their considered recommendations as to positions yet unfilled

NOTES: This process of recruitment focuses on effective group dynamics within committees and within the Board itself. We have talented and experienced people. Others have less experience but tremendous leadership potential and an eagerness to learn and contribute. Time availability may become a factor regarding a position offered to a candidate.

Our job is to match personal strengths to the needs and direction of the Garden Club of London at a particular point in time in its history. The current situation may require specific skills and/or qualities that are putting the ‘right person’ in the ‘right place’ at the ‘right time’. In the case of unfilled positions, extra assistants needed and/or job-sharing, how well a candidate’s personality meshes with those already in place may prove the deciding factor.

Preparation for the first meeting:

* Each member of the Nominating Committee comes to the meeting with a personal list of candidates for general consideration. It is not necessary at this point to assign people to any particular category.
* Those presently serving as assistants are normally expected to succeed the existing convener. That may not be the case. Before the meeting, the Past-President may wish to confirm their willingness to move to an acting role.
* If an indication of interest in positions of responsibility has been expressed to a convener, this should be passed on the members of the Board
* The latest Long Term Planning questionnaire may be a source of information regarding interests and skills of the current membership
* The Membership Convener may offer useful information on new members
* After consultation and discussion, a decision is made by the Nominating Committee for each position and a candidate selected who best fits the needs of the Club.
* A priority list may be drawn up for a particular position. In that case, the Past-President will contact people in that order.
* Throughout the whole recruitment process, all nominations remain within the Nominating Committee and are not made public until the slate is ready for approval by the membership.

GCJD2019