

Sample Board Chair Selection Process Guideline

Note: The following is intended to be an example that boards should adapt to meet their individual needs.

Purpose

It is in the interests of the hospital that there be succession planning and a smooth transition in the office of the chair.

Policy

The incoming chair shall:

- Be a current member of the board;
- Be approved by the board one year prior to the conclusion of the current board chair's term; and,
- Serve as a vice chair until the commencement of his or her own term as chair.

Process

The Governance or Nominating Committee is mandated to conduct the board chair selection process and to recommend to the board, for its approval, a nominee for incoming chair.

Selection Criteria - Desirable Attributes

- Proven leadership skills
- Good strategic and facilitation skills; ability to influence and foster decision-making
- Ability to act impartially and without bias
- Tact and diplomacy
- Ability to communicate effectively
- Political acuity
- The time to build strong relationships between the hospital and stakeholders
- Ability to establish a trusted advisor relationship with the CEO and other board members
- Governance and board-level experience in the health care sector
- Outstanding record of achievement in one or several areas of skills and experience used to select board members

Selection Process

- The Governance or Nominating Committee will canvas each board member to obtain views on the selection criteria and on the perceived strengths and weaknesses of possible candidates.
- The results of director evaluations and peer reviews shall be considered.

- The chair of the Governance or Nominating Committee will meet with each nominated candidate to ascertain interest. If the chair of the Governance or Nominating Committee is a potential nominee, he or she shall not participate in the selection process, and the process shall be conducted by the vice chair or another member of the committee.
- The Governance or Nominating Committee will canvas senior leadership at the hospital and the foundation to obtain input.
- The Governance or Nominating Committee will discuss findings and ultimately agree on a nominee to recommend.

Amendment

This Chair Selection Process Guideline may be amended by the board.

Approval Date:

Last Review Date: