

# Nomination Committee Charter

**Owner:** Board Chairperson

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**Version:** 1.1

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**Approved by:** WAIS Board

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**Resolution:** 25/2019

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**Next review date:** February 2023



WESTERN AUSTRALIAN INSTITUTE *of* SPORT

## **1. PURPOSE**

To assist the Chairperson and the Board in ensuring that the Board is comprised of individuals who collectively are best able to discharge the responsibilities of the Board by:

- 1.1 Identifying suitable candidates to the Board
- 1.2 Recommending the reappointment of directors, where appropriate, to the Board

## **2. COMPOSITION**

- 2.1 Members will be appointed as required and for no fixed term
- 2.2 The Committee will consist of at least three non-executive members, with diversity a key consideration
- 2.3 The Board Chairperson will be a member
- 2.4 Other members will be appointed by the Board
- 2.5 The Committee will be chaired by a non-executive member
- 2.6 The Executive Officer may be requested to attend meetings or part of a meeting of the Committee

## **3. DUTIES AND RESPONSIBILITIES**

- 3.1 Using the attached matrix, review and assess the skill set and experience within and/or required by the Board
- 3.2 Invite and assess nominations for Board vacancies which will include consideration of those who have registered an interest in serving on Government Boards
- 3.3 Provide the Board with the Minutes of each Committee meeting
- 3.4 Committee Chairperson to report to the Board after each Committee meeting on any matters that need to be drawn to their attention
- 3.5 Provide the Board with recommendations for new Board members and/or the re-election of current directors, for consideration by the Minister for Sport and Recreation

## **4. MEETING SCHEDULE**

The Committee will meet at least once per year and then as required to fulfil its obligations.

## 5. WAIS BOARD COMPETENCIES AND SKILLS MATRIX

Technical skills / experience	Directors									
	A	B	C	D	E	F	G	H	I	J
Accounting/Finance/Risk management										
Business/CEO experience										
Legal/commercial experience										
Sports industry experience										
Specific sports or sports science experience										
Human Resources experience										
Previous non-executive director experience										
Information systems and services experience										
Pastoral care experience										
Marketing/Sales Experience/Public Affairs & Communications skills										
Former high performance athlete										
Fundraising/Foundation experience										

Behavioural competencies	A	B	C	D	E	F	G	H	I	J
Ability to assimilate and synthesise complex information										
Strategic thinker										
Capacity to develop and deliver a cogent argument										
Innovative thinker										
Leadership ability										
Interpersonal and relationship management skills										
Honesty and integrity										
High ethical standards										

Other personal attributes	A	B	C	D	E	F	G	H	I	J
Availability to commit the necessary time										
Passionate about sport										