

Recruitment of Board Members

Skills, Knowledge and experience requirements

The Rules of the Association contain specific provisions relating to the composition of its Board. In order to discharge their responsibilities for directing the organisation, the Board should be composed of members who meet the appropriate skills and competencies for the Board. The Board Member Skills Audit assesses these requirements.

The Board also seeks to ensure that it is as diverse as possible in composition.

Applying for Board Membership

Board Members are recruited as appropriate when vacancies occur to ensure the planned renewal of skills and experience. Recruitment is based on merit and objective selection and assessment techniques. A range of recruitment techniques may be needed to secure a wide choice of candidates and it will normally be appropriate to advertise before making the appointment. Prospective candidates should complete a Board Member Application Form which is available on request from the Governance Team. Board Members are appointed to the Board in line with processes as set out below.

Nomination by shareholder

The Association's Rules permits members seeking Board membership (other than retiring Board Members) to apply to the Association for election. Prospective candidates should again complete the Board Member Application Form as mentioned above by mid-May.

The application should be sent to: The Governance Team, Irvine Housing Association, 44-46 Bank Street, Irvine, KA12 0LP to arrive by mid-May each year in order to be considered for election at that year's AGM (which usually takes place in August every year).

Once this application is considered by the Board, successful candidates are then invited to stand for election at the AGM. Such candidates must be nominated by two shareholders through the completion of the Form of Nomination Election to the Board. Candidates should send this together with a completed Statement by Nominee Form to the Governance Team one week prior to the AGM. Appropriate paperwork in this regard is sent out to all members 2 weeks in advance of the AGM every year.

Casual Vacancies

Vacancies may occur on the Board outwith the Annual General Meeting cycle from time to time. In these circumstances, the Board may seek to recruit to fill this vacancy at that time through advertising. Following selection of a suitable candidate through recruitment process, the Board can then consider and agree the appointment of said candidate to fill a casual vacancy on the Board, serving until the next Annual General Meeting when that member would then be required to stand down from the Board and then put themselves through the formal election process.