



ST. ANNE CENTRE
Working Together Toward Excellence in Health and Wellness

BOARD OF DIRECTORS MANUAL

NUMBER: 005

SECTION: BRD

SUBJECT: INTERVIEWING PROSPECTIVE CEO	
MOTION #: 06-11-2022	DATE OF MOTION: November 16, 2022
CHAIRPERSON: <i>Margaret Lindley</i>	DATE SIGNED: <i>November 16, 2022</i>
EFFECTIVE DATE: October 20, 2003	REVISED DATE: 13-April-2022
DATE REVIEWED: October-2019	

PURPOSE

This policy is issued as an addendum to St. Anne Centre By-Laws Article VII and Article VIII.

POLICY

The Board of Directors shall hire a competent CEO who shall be the Board's direct representative in the management of the Centre. Interviewing of prospective CEO shall be carried out according to the procedure listed below.

PROCEDURES/GUIDELINES

INTERVIEWS

An interviewing committee for hiring a CEO will consist of the following:

- a) Board Chair
- b) Chairperson, Personnel and Standards (Ad-hoc Committee of the Board)
- c) Executive Committee Member
- d) Chairperson of the Finance Committee
- e) Retiring CEO if available

ALTERNATES

1. In the event that the Board Chair cannot be present for an interview session, he/she shall be replaced by the Vice-Chair.
2. In the event the retiring CEO cannot be present for an interview session, he/she may be replaced by a person designated by the Executive Committee.
3. In the event that a committee chairperson cannot be present for an interview session, then the chairperson of such committee shall designate an alternate member of his/her committee.

REFERENCES

St. Anne Centre By-Laws
2021

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