

<b>Committee</b>	Search and Nominations Committee																
<b>Date paper prepared</b>	20/08/2024	<b>Date of committee meeting</b>	28/08/2024														
<b>Subject</b>	Timeline and Approach for Staff Director Recruitment																
<b>Author</b>	Matt Sierocinski King																
<b>Action requested</b>	To Discuss and Approve																
<b>Purpose of the paper</b>	To agree the timeline for, and approach to, the recruitment of a new Non-Teaching Staff Director																
<b>Brief summary of the paper</b>	<p>The proposed recruitment timeline is as follows:</p> <table border="1"> <thead> <tr> <th>Event</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Open Nominations</td> <td>Tuesday 3<sup>rd</sup> September at 16:00</td> </tr> <tr> <td>Close Nominations</td> <td>Tuesday 17<sup>th</sup> September at 16:00</td> </tr> <tr> <td>Open Voting</td> <td>Tuesday 24<sup>th</sup> September at 10:00</td> </tr> <tr> <td>Close Voting</td> <td>Tuesday 1<sup>st</sup> October at 14:00</td> </tr> <tr> <td>Nominated Applicant reviewed by Search and Nominations Committee</td> <td>Wednesday 2<sup>nd</sup> October</td> </tr> <tr> <td>Recommended nominee appointed by Board of Management</td> <td>Wednesday 9<sup>th</sup> October</td> </tr> </tbody> </table> <p>Approach to recruitment:</p> <ul style="list-style-type: none"> <li>- Announce vacancy in Staff Newsletter</li> <li>- Email all Non-Teaching Staff at the start of, and during Nomination Period</li> <li>- Senior Staff to engage Non-Teaching staff informally</li> </ul>			Event	Date	Open Nominations	Tuesday 3 <sup>rd</sup> September at 16:00	Close Nominations	Tuesday 17 <sup>th</sup> September at 16:00	Open Voting	Tuesday 24 <sup>th</sup> September at 10:00	Close Voting	Tuesday 1 <sup>st</sup> October at 14:00	Nominated Applicant reviewed by Search and Nominations Committee	Wednesday 2 <sup>nd</sup> October	Recommended nominee appointed by Board of Management	Wednesday 9 <sup>th</sup> October
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<b>Consultation</b>	With this Committee																
<b>Resource implications</b>	Time of Staff																
<b>Risk implications</b>	Risk 6 Governance																
<b>Link with strategy</b>	Sustainability																
<b><a href="#">Equality, Diversity and Inclusion</a></b>	N/A																
<b>Island Community Impact</b>	N/A																
<b>Paper status</b>	<input checked="" type="checkbox"/> <b>Open</b> – The paper may be circulated to non-members of the committee and published online without restriction.																

	<p><input type="checkbox"/> <b>Restricted</b> – The paper must not be circulated to non-members or published online until after the committee meeting.</p> <p><input type="checkbox"/> <b>Confidential</b> - The paper must not be circulated beyond the committee members and should not be published online. [Please note papers may still be subject to Freedom of Information requests – see below].</p>
<a href="#">Freedom of information</a>	<p>Open</p> <p>If closed/ withheld, select date this will become 'open': Enter a date.</p>