



## **Foundation for National Parks and Wildlife**

### **Nominations Committee Charter**

#### **1. Purpose**

The Foundation for National Parks and Wildlife (FNPW) Nominations Committee (NC) will assist and work with executive management and the Board by identifying, assessing and recommending persons that can fulfil the strategic objectives of FNPW.

#### **2. Authority**

The Board authorises the Nominations Committee, within the scope of its responsibilities to:

- Seek any information it requires to fulfil its duties and responsibilities from any employee or external party.
- Assist management and endorse the selection of executive roles as required.
- Interview potential Board member candidates

The committee reports directly to the Board of Directors.

#### **3. Membership**

##### **1. Composition**

- The Nominations Committee will comprise up to 3 members, with a minimum of two members. All NC members shall be Board members.
- The Chair of the NC shall be the President of the Board.
- The Chair must be present for any NC meeting to take place.
- Members will be appointed for a three-year term and may be re-appointed for subsequent three-year periods.
- A quorum for any meeting will be all members of the NC.

##### **2. Background and experience**

- Empathy for the environment and a commitment to FNPW's purpose, goals and strategic objectives.
- Willingness and ability to become involved personally in the promotion of FNPW projects & initiatives.
- Relevant experience and networks.

#### **4. Meetings**

The Nominations Committee may invite such other persons to its meetings as it deems necessary.

Meeting shall be held as required and the Committee will meet at least once per year.

The proceedings of all meetings will be minuted.



## **5. Roles and Responsibilities**

The Nominations Committee, in conjunction with management, shall assist in identifying, interviewing and assessing individuals who may be able to fulfil roles within FNPW as vacancies arise or as deemed necessary for the diversity and skill of the Board as a whole.

The Nominations Committee will recommend to the Board, candidates to be appointed to the Board.

The Nominations Committee shall assess the Board at least annually to ensure Directors possess an appropriate mix of skills, qualifications and experience.

## **6. Charter Review**

The Charter is subject to an annual review to ensure it is relevant, aligned with organisational changes and best practice.

The Nominations Committee Charter is subject to approval by the FNPW Board.

Last update: April 2018