Governance Forum Meeting Notes – February 2011						
WHAT HAS WORKED FOR YOU IN IDENTIFYING AND RECRUITING BOARD MEMBERS?						
Define Needs	**Define Your Process**	**Use Specialized Resources**	**Network Personally**	**Get the Word Out!**	**Get Acquainted**	**Recruit Internally**
Know what you need: e.g. financial, legal, human resources, fundraising	Clarify expectations during recruitment interview, i.e. time commitment	Use professional organization websites to advertise for candidates	Approach professionals and business people who have participated in the organization's events	Have concise calling card ("a compelling hook")	Understand the recruit's emotional connection to our agency's work	Source your membership (from volunteers)
Define skill needs: fill gaps; conceptual; interpersonal; technical; fund raising	Nominating committee to verify suitability of candidate and their knowledge of organization	Board recruit organizations: Maytree; BoardMatch; Professional Orgs.	Networking at: workshops, training, conferences	Ad in papers and websites: Globe; local mags	"three date rule": attend 3 board meetings as a guest	Solicitation of membership with application and CV
Clear role description of membership on board	Define required time and commitments and ensure they can be met	Recruit through: BoardMatch; Maytree – "Divercity-on-Board"	Existing board members networking	Use community media (write an article)	Commitment to strategic direction of the organization	Recruit from volunteer pool
Skill sets needed to match strategic plan/operational plan	Inclusion criteria i.e. gender, ethnicity, ability, age	Website: diversity on board	Networks – social, business	Advertise on your own website	Know your candidate (person & skills)	
Develop board profile – identify skills and gaps	Job descriptions with required skills	Online dating or board recruitment (e.g. board match)	Community partners and networks	Be a "street" talker		
Recruit for skills - diverse goals	Search for profile most unlike you	Utilize an external agency	Recruit at MAS conference!			
Define expectation and tasks	Self replacement					