



## **Nominating Committee**

### **Charge**

The Nominating Committee shall:

- review and propose a slate of candidates for election to the Board of Directors
- be mindful of the composition of the current Board and potential strategic additions for the future of the Board
- propose a second slate of candidates if the Board does not ratify the initial slate (as needed)

### **Membership**

Members of the Nominating Committee shall be appointed by the Board of Directors and at the minimum include:

- One chairman selected from the pool of certified genetic counselors
- One member of the Board of Directors to serve as a liaison
- Three additional certified members of the genetic counseling community who are not current board members and have not recently served on the nominations committee
- Members should have a broad range of experience within the field and represent a wide demographic range of fully accredited programs.

### **Term**

- The term will be approximately 6 months i.e. one election cycle

### **Responsibilities**

The members of the Nominating Committee will have the following responsibilities, in conjunction with the Executive Office:

- Propose a thoughtful slate of candidates for available openings on the Board of Directors.

### **Meeting Schedule**

The Nominating Committee will meet at least twice by conference call or more frequently, if necessary. The first call will be arranged by the executive office to orient the committee and review expectations. The second call will be to discuss rankings of nominees. Further calls will be arranged by the committee chair should further discussion be necessary to reach a final slate of candidates.

### **Reporting Structure**

The committee chair or the BOD liaison will report the proposed slate to the Board of Directors as well as a summary of rankings and comments/deliberation points on each of the candidates. The committee chair will be available to respond to questions from the Board as necessary.

**Budget and Required Resources**

The committee will meet by conference call or electronic means. The Chair will advise the ED if the committee requires additional resources.

*Approved on May 30, 2019 -- by the ACGC Board of Directors*