

Board and Committee Recruitment Overview

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Overview

- Public Appointments Policy
- Public Recruitment Campaigns
- Fall 2025 Recruitment Campaign
- African Descent Advisory Committee Recruitment
- Questions

Public Appointments Policy

- Guides the process for the appointment of members of the public to Committees of Council and external boards, committees and commissions
- Includes:
 - Eligibility
 - Types of Recruitment
 - Application Process
 - Review of Applications
 - Interviews
 - Selection and Appointment of Members
 - Resignations and Term Expiries

Public Recruitment Campaigns

- Standard practice of annual recruitment campaigns that launch in November
- In preparation, the Public Appointments Coordinator reviews the membership of all meeting bodies for upcoming term expiries and vacancies to include in the campaign recruitment

Public Recruitment Campaigns

- Four types of recruitment processes:
 - Standard Recruitment (most Committees of Council)
 - Special Expertise Recruitment
 - Specified Stakeholder Recruitment
 - External Body Recruitment

Public Recruitment Campaigns

- Corporate Communications develops materials for promoting a recruitment period
 - Ads for print and digital publications
 - Graphics and messaging for social media
 - Public Service Announcements
- Social media campaign launches when application page goes live on halifax.ca



Public Recruitment Campaigns

- One online application page for all Committees of Council and external body seeking members
- An applicant may apply for no more than one Committee of Council and one external body during a recruitment period

Please select one Committee of Council that you would like to apply for: *

- Select -

External Boards

Please select one external board that you would like to apply for: *

- Select -

Please select one Committee of Council that you would like to apply for: *

Accessibility Advisory Committee

Accessibility Advisory Committee:

The Municipal Clerk's Office is currently recruiting four (4) members to serve on the Accessibility Advisory Committee including:

- Two (2) persons with disabilities;
- Two (2) community member including parents and advocates

Please select the position(s) you are applying for:

☐

Person with a disability

☐

Community member including parents and advocates

Why do you want to serve on this committee and are there any professional designations, skills or lived experiences you would like to highlight that would make you a good fit for the committee?

Public Recruitment Campaigns

- Applicants are encouraged to include self-identifying information under the diversity section of the form
- Applications received during an active recruitment period are not kept on file for consideration in future recruitments
- If you are eligible for consideration of reappointment, include information that will support your application!

Committees of Council

Do you currently serve on one of the HRM's Committees of Council or external boards? If yes, which ones?



Public Recruitment Campaigns

- After the submission deadline, applications are compiled for consideration by:
 - The Nominating Body; or
 - A Review Board
- The role of a review board is to apply the Public Appointments Policy and any specific qualifications required as part of the recruitment process to review the applications and determine:
 - eligibility;
 - qualifications;
 - diversity considerations
 - potential conflicts of interest; and
 - prepare a shortlist of candidates for consideration by the nominating body.

Public Recruitment Campaigns

- Appointment Process: Option 1
 - Review Board makes recommendation on appointment to nominating body
 - Nominating body considers the recommendation, nominates members for Regional Council's consideration
 - Regional Council appoints members

Public Recruitment Campaigns

- Appointment Process: Option 2
 - Review Board makes a recommendation to the Nominating Body to strike an interview panel with a shortlist of candidates
 - Interviews occur, the interview panel makes a recommendation on appointment to the Nominating Body
 - Nominating body considers the recommendation, nominates members for Regional Council's consideration
 - Regional Council appoints members

Public Recruitment Campaigns

- Appointees have 14 days from receipt of offer to accept
- If the appointment is accepted before the previous member's term expiry, new membership begins on the date the previous term expires
- If appointments are not finalized by the term expiry date, current members continue to serve on the Committee until new members have accepted their appointments

2025 Annual Recruitment Campaign

- Applications for 47 volunteer opportunities launched on Wednesday, November 5th
- The deadline to apply is Wednesday, November 26th at 11:59 p.m.
 - **Late applications cannot be considered!**
- Visit halifax.ca/serve for a list of all volunteer opportunities
- Submit an application at halifax.ca/form/boards-committees-volunteers
- Residents requiring accommodation to the application process are encouraged to call 902-490-4210 or email serve@halifax.ca

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African Descent Advisory Committee Recruitment

- Seeking applications for 10 positions
 - Four (4) positions are currently vacant
 - Six (6) positions are held by members with terms expiring on May 30, 2026
- If your term is expiring and you would like to be considered for reappointment, **you must reapply by November 26, 2025!**

African Descent Advisory Committee:

The Municipal Clerk's Office is currently recruiting 10 members to serve on the African Descent Advisory Committee including:

- One (1) Recent Immigrant of African Descent
- One (1) Representative of African Descent from Halifax
- One (1) Youth Representative of African Descent (aged 15-24)
- One (1) Representative Descendant of Africville
- One (1) Representative from the Historic African Nova Scotian Community of Beechville
- One (1) Representative from the Historic African Nova Scotian Community of East Preston
- One (1) Representative from the Historic African Nova Scotian Community of Lake Loon/Cherry Brook
- One (1) Representative from the Historic African Nova Scotian Community of Lucasville/Sackville (Cobequid Road and Maroon Hill)
- One (1) Representative from the Historic African Nova Scotian Community of North Preston
- One (1) Representative from the Historic African Nova Scotian Community of Upper Hammonds Plains

African Descent Advisory Committee Recruitment

Please select the membership position(s) you are applying for:

- ☐ Recent Immigrant of African Descent
- ☐ Representative of African Descent from Halifax
- ☐ Youth Representative of African Descent (aged 15-24)
- ☐ Representative Descendant of Africville
- ☐ Representative from the Historic African Nova Scotian Community of Beechville
- ☐ Representative from the Historic African Nova Scotian Community of East Preston
- ☐ Representative from the Historic African Nova Scotian Community of Lake Loon/Cherry Brook
- ☐ Representative from the Historic African Nova Scotian Community of Lucasville/Sackville (Cobequid Road and Maroon Hill)
- ☐ Representative from the Historic African Nova Scotian Community of North Preston
- ☐ Representative from the Historic African Nova Scotian Community of Upper Hammonds Plains

African Descent Advisory Committee Recruitment

The following positions are currently vacant and may begin prior to spring 2026:

- Representative of African Descent from Halifax
- Youth Representative of African Descent (aged 15-24)
- Representative Descendent of Africville
- Representative from North Preston

All other terms will begin on May 30, 2026.

Thank you for having me!