

**Policy: Board Operational Policies**

Title	Board Member Induction Policy	Number: v1.19032010
Approved by	GORRC Executive Committee	Issue Date: 11/3/2010
Status	Operational	Next Review Date: 11/3/2012
Classification	Public	Last amended date:
Associated GORRC policies	Board Member Contract Conflict of Interest Policy Board Attendance Policy Board Confidentiality Policy Board Recruitment Policy Board Attendance Policy Transparency & Accountability Policy Committees Policy	

**Purpose**

To spell out induction procedures for new members of the GORRC Inc Board.

**Policy**

All Board members are expected to contribute to Board meetings to the best of their ability. To facilitate this, the Board will guarantee a thorough induction into the affairs of both the Board and the Association at large, its issues, current concerns, staff, its financial position and its liabilities and assets.

1. New Board members will receive a "New Board Member Pack", including a copy of all Board-level policies, together with a copy of the previous year's annual report and an up-to-date copy of year-to-date financial statements and the Association's Constitution.
2. New Board members will meet with the Chair after being given The "New Board Member Pack" and preferably before their first general meeting. The meeting with the Chair may be held as a group session or with individual new Board members. Its purpose is to answer any questions the new Board member/s may have and to help familiarise them with the Board's governance role.
3. New Board members will also meet with the Executive Director. The purpose of this meeting is to familiarise the new member/s with the staff's operational role, to tour the facility and to meet staff.

4. New Board members will sign a Board Contract indicating that they are fully aware of their role and its implications and accept this position.

**Related Documents**

Board Contract  
New Board Member Pack