Finding, Selecting and Onboarding of new Board Members

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Welcome

- Introduction moderators
  - Tim Moritz Hector - WMDE - former chairman
  - Frans Grijzenhout - WMNL - chairman

- Introduction attendees
  - Name, affiliate, function

- Friendly space policy
- English as a second language
Question
- Why did you choose for this session? Do you have any particular concerns within the board of your affiliate? Weaknesses?

Task:
- Write your answer on a yellow sticker
The job interview

- We invite two volunteers for a role-play: 1 experienced board member and 1 applicant

- Task: The sitting board member interviews a new candidate (5 - 10 minutes)
  - Typical questions to be discussed: Why do you want to become a board member? What experience do you have? What are your expectations? Etc.

- Task other participants: please take notes and give feedback after the interview has ended.
The analysis phase

Before you start with the recruitment you should ask yourself:

- Is it clear what my affiliate wants to achieve?
- What does our community and what do our partners expect from us?
- How does the board function. Is there a compelling need for change?
- Who do we need: What will be his/her task and what will be his/her role in the board as a team?
The recruitment phase

Tips:
- Be sure to finalize the analysis phase with consensus in your board
- Appoint one contact person who is in charge
- Make a timeline (When is the AGM?)
- Scan your environment for candidates (social media, partners)
- Prepare the job interview from an “employers” point of view: who do you need (personality, experience, competences)
- Make a job description and prepare other documentation
- Think of the communication after the selection process has ended
The Board Member catcher

https://vimeo.com/93592373
Onboarding

- Imagine the first few months of a new board member ...
- Question: What do you want the new Board Member to know or to do right from the start of his/her term?
- Task: Write down 5 important things. Pairs of 2. Use yellow stickers.
Guidance

- How can you help / guide your new board member to perform better … ?
- Introduction: The hamburger feedback model
- Exercise: Role play “Coffee corner feedback”
- Task in groups of 3: Someone giving feedback, the other responding. The third person observes.
Coffee corner feedback

- Choose one of these subjects: The new board member has …
  1 … set the date for the next AGM without consulting the other board members
  2 … spent Wikimedia money without the treasurer’s permission
  3 … has gossiped about a fellow board member
  4 … repeatedly fails to understand the difference between Wikimedia and Wikipedia
  5 … is postponing an urgent task

… and you want to correct this by giving feedback
The theory

• The formal model distinguishes 6 phases

  1. Analysis - defining the needs of your affiliate / board
  2. Recruitment - planning to find a new board member
  3. Selection - the actual work of selecting someone
  4. Onboarding - the orientation phase
  5. Guidance - continuous help during the term
  6. Unboarding - how to prepare a farewell

• Reminder of the principle of one contact person
• Think of the time table
Wrap up

● Questions:
  - What did you learn: + / -
  - Have you missed topics?
  - More time for …?

● Online help on meta:
  https://meta.wikimedia.org/wiki/Board_Member_Support