

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

New Board Members



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

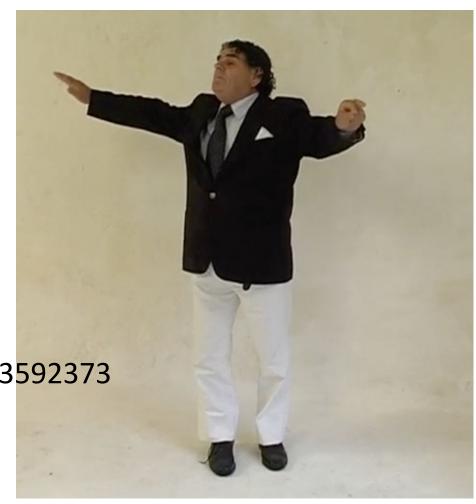


Tips:

- 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: <u>https://meta.wikimedia.org/wiki/Board Member Support</u>