

Dorset Local Enterprise Partnership CIC

Board Member Recruitment Process

November 2023



Dorset LEP Board member recruitment process

Dorset LEP Board recruitment process is set out below

Step 1	Board Member job description and application pack published
Step 2	Applicants to submit application by the deadline
Step 3	Dorset LEP Nominations & Remuneration Committee review applications to ensure eligibility and produce shortlist
Step 4	Shortlisted candidate/s invited to interview
Step 5	Shortlisted candidates interviewed
Step 6	Recommendations for successful applicant submitted to the Dorset LEP Board for approval.
Step 7	Following Board approval, successful candidate invited to attend Dorset LEP Board and asked to complete Completion of Code of Conduct form Completion of Conflict of Interest form
Step 8	Dorset LEP Board to confirm membership of new members at the next Dorset LEP Board meeting
Step 9	Dorset LEP Board member attend an induction meeting with Dorset LEP Chair and Director

Documents supporting the above process are listed as Appendices and saved in the appropriate drive:

- Appendix 1: Dorset LEP Board Member Job Description
- Appendix 2: Dorset LEP Chair Job Description
- Appendix 3: Dorset LEP Deputy Chair Job Description
- Appendix 4: Dorset LEP Application Pack
- Appendix 5: Dorset LEP Screening Questionnaire