

Make a difference – join ABS



We are looking for individuals to join our **Nominations and Remuneration Committee**



We help past and present members of the wider architectural community and their families in times of need – from people just starting out in their careers, to those who are now in retirement.

The **Nominations and Remuneration Committee** is responsible for Board and Committee development, succession planning, recommendations for appointments of new trustees and committee members, and staff remuneration.

We are looking for individuals with strategic knowledge in the following areas:

DIVERSITY, EQUITY & INCLUSION ● **CPD** ● **PERFORMANCE MANGEMENT** ● **HR** ● **SUCCESSION PLANNING**

As a Committee member you will have:

- *direct impact on the development of the charity's governance and structure;*
- *opportunities to inform strategic and organisational decision making;*
- *influence to help shape the charity's future;*
- *the chance to improve the lives of members of the wider architectural community.*

Committee member roles are voluntary positions and the expected time commitment is up to 4 committee meetings each year and occasional ad-hoc meetings. Meetings typically last for two hours and, with our volunteers being based all over the UK, are held both face to face, normally in London, as well as virtually.

We are committed to developing committee representation to reflect the diversity of the people we support. Black, Ethnic Minority and LGBTQIA+ people are currently under-represented on our committees. We particularly encourage applications from you if you are from one of these under-represented groups.

Deadline for applications: Tuesday 07 December 2021.

For further information or an informal chat about the role, please contact Robert Ball robert.ball@absnet.org.uk 020 7580 2823

Applications should be by covering letter and CV and sent to the email address above or posted to: Architects Benevolent Society 6 Brewery Square, London SE1 2LF

ARCHITECTS BENEVOLENT SOCIETY

Nominations and Remuneration Committee Responsibilities

The responsibilities of the Committee are to:

- 1 manage the process for nominations for membership of the Board and Committees, taking into account the need for balance in composition, experience, skills, leadership, length of service, diversity and succession planning;
- 2 oversee through the Chief Executive the operation of Clause 4.3 of the Instructions;
- 3 draw up and recommend specifications for roles on the Board or Committees, including required capabilities and time commitment;
- 4 oversee the induction programme for new Trustees and new members of Committees;
- 5 review the performance of a Trustee or Officer approaching the end of his or her term of office who is eligible for a further term and ascertain his or her willingness to stand if this is thought to be in the interests of the Society;
- 6 review the Board Recruitment and Composition Policy;
- 7 manage the process of appointing a new Chief Executive and other staff answerable directly to the Board;
- 8 review the Remuneration Policy;
- 9 monitor the performance of the Chief Executive against targets set by or on behalf of the Board, and recommend reward in line with the Remuneration Policy;
- 10 consider Chief Executive training and development needs, and that of other staff answerable directly to the Board;
- 11 in advance of each financial year review staff salaries and agree any general cost of living or other increases using appropriate benchmarks and in line with the Remuneration Policy;
- 12 review the Diversity, Equity and Inclusion Policy;
- 13 ensure the approach to carrying out the business of the Society, Board and Committees is in line with the Diversity, Equity and Inclusion Policy;
- 14 consider any other matters referred to it by the Board.