

<b>Policy Number</b>	015-B-2007
<b>Policy Group</b>	Board of Directors
<b>Policy Name</b>	Out of Scope Employee Contracts
<b>Date of Origin</b>	June 2007
<b>Date Amended</b>	September 2014
<b>Date Reviewed</b>	November 2013, October 2015, November 2017

**PURPOSE** To establish parameters for hiring out of scope employees.

**SCOPE** Board of Directors

**PROCEDURE**

Prior to beginning a search, the Board of Directors shall approve a framework for the terms and conditions of employment.

The Board of Directors shall determine the process for recruitment and selection.

The Board of Directors shall approve any costs associated with recruitment and selection.

The Executive Committee shall function as the Personnel Committee in accordance with Bylaw 6.02 iii) to undertake the process determined by the Board of Directors.

The Board of Directors shall have final approval of selection.