



NEHERS Board Member Application and Hiring Policy

Policy Statement:

To ensure transparency, fairness, and impartiality in our hiring processes, it is the policy of the Northeast Home Energy Rating System Alliance (NEHERS) that any current board member who applies for an open position within the organization must recuse themselves from any hiring decisions related to that position. Additionally, the hiring team responsible for evaluating applicants and making hiring decisions must not provide preferential treatment to the board member applicant.

Policy Details:

1. **Recusal from Hiring Decisions:** If a current board member applies for an open position within NEHERS, they are required to recuse themselves from any participation in the hiring process for that specific position. This includes abstaining from reviewing applications, conducting interviews, deliberating on candidate selection, and any other activities related to the evaluation and selection of candidates.
2. **Impartial Evaluation:** The hiring team responsible for assessing all applicants and making hiring decisions is explicitly prohibited from according preferential treatment to the board member applicant. All candidates, including the board member applicant, must be evaluated based on their qualifications, skills, experience, and alignment with the organization's values and needs.
3. **Confidentiality:** To maintain the confidentiality and integrity of the hiring process, board members seeking employment at NEHERS must refrain from seeking or obtaining any privileged information regarding the recruitment process, applicants' status, or deliberations. All information shared with the board regarding the hiring process must be limited to general updates and progress reports.
4. **Reporting and Oversight:** The board chairperson or an appropriate designated authority shall oversee and ensure compliance with this policy. Any concerns or potential violations of this policy should be reported to the designated authority, who will take appropriate actions to address the issue.

Effective Date: This policy is effective as of August 8, 2023, and applies to all hiring processes initiated thereafter.

Review and Amendments: This policy should be reviewed periodically to ensure its continued effectiveness and relevance. Amendments may be proposed and implemented as necessary to align with the organization's evolving needs and best practices.

By adhering to this policy, NEHERS reaffirms its commitment to maintaining a fair, equitable, and transparent hiring process that upholds the organization's values and ensures the best possible candidates are selected for open positions.

Approved 8-8-23