

Boardmatch Ireland is the national charity for voluntary board recruitment in the charity and not-for-profit sector. Our free matching website is a platform to connect charity and not-for-profit organisations, with candidates looking to volunteer their time, skills, and expertise at board level. Every vacancy listed on our platform is voluntary and based in Ireland. We strongly advise that all individual candidates and organisations carry out their own due diligence when contacting and proceeding with the other party.

Our goal is to create the best experience for all users and maximise the number of successful board placements. We provide free resources to support both candidates and organisations throughout their board recruitment journeys, helping them to engage effectively on the platform.

We kindly ask for your support in cultivating a platform based on engagement, communication and respect. Your collaboration contributes to a more seamless and effective experience for all, ultimately enhancing the success of board placements.

### Candidates, we ask that to the best of your ability you:

#### **Act professionally and respectfully:**

Please treat your applications and the recruitment process with the same professionalism as a paid role, while communicating respectfully.

#### **Respond to all engagements you receive:**

Please respond to all contact requests and application follow-ups in a timely manner, confirming whether or not you are interested in an opportunity.

#### **Maintain your profile to ensure accurate information is being shared:**

Please ensure your profile details remain accurate. If you are currently unavailable for a board role, please 'Hide' your profile to avoid organisations reaching out to you and not receiving a response.

#### **Let Boardmatch know if you are successful in finding a board role:**

Please let us know if you have successfully joined a board/committee through our service. We can then provide additional support on account management and training offerings.

### Charities and Not-For-Profits, we ask that to the best of your ability you:

#### **Act professionally and respectfully:**

Please ensure your recruitment process is prepared and carried out with professionalism and structure, while communicating respectfully.

#### **Respond to all engagements you receive:**

Please respect the candidates' interest in your organisation by responding promptly to all applications and approved contact requests.

#### **Maintain your profile and vacancies to ensure accurate information is being shared:**

Please ensure that all account information remains accurate, including your profile page and contact details. If you are no longer accepting applications, please unpublish your board vacancies so that candidates cannot apply for a role that has already been filled.

#### **Let Boardmatch know if you are successful in your board recruitment:**

Please let us know if you have successfully recruited any board or committee members through our services. We can then offer additional support, including onboarding resources and training opportunities.

### By providing the Boardmatch platform, we promise, to the best of our ability to:

- **Respond** to all queries, comments, and complaints in a timely and helpful manner.
- **Maintain** the website to ensure accurate information is provided.
- **Develop** the platform based on user feedback, to ensure it is robust and fit for purpose.
- **Assist** all our users, to improve your experience with the service.