

Search Committee Code of Conduct

Preamble

You have been asked to serve on this search committee because our organization has a high degree of trust in you. As a search committee member, you will have access to information that is otherwise confidential, and you will assume an important role in the process to select new leaders for the organization.

Therefore, it is imperative that you use the highest standards of ethical and professional conduct to protect the integrity of the process and the integrity of each and every candidate. Your signature on this document attests to your understanding of and commitment to maintaining the highest standards of ethical and professional conduct.

Standards

As a member of this search committee, I agree to uphold the following principles:

Honesty: I agree to fully disclose current and former relationships with candidates. I will fully reveal any real or potential conflicts of interest in the relationships of committee members and candidates. I agree to correct any inaccuracies of commission or omission for which I am responsible.

Respect for all persons: I will respect other search committee members and all potential candidates and candidates. I agree to maintain civility in all transactions with other committee members, search professionals, search support personnel, potential candidates, and candidates. Further, I agree to attend all meetings unless excused. I pledge to arrive on time and fully participate in the committee activities. I will respect all candidates and participants in the search process across the wide range of diverse backgrounds, temperaments, generations, and orientations.

Privacy: I agree to maintain appropriate boundaries and will not go outside of the formal process to obtain information about candidates, will not intrude into private lives of candidates, and will not participate in gossip about the process or about candidates or others involved in the search process.

Confidentiality: I will keep private all information about search committee proceedings, identity of potential candidates or candidates, origin of candidates, and all other search-related discussions, even after the search is completed. I acknowledge that the search committee chair is the only person authorized to speak on behalf of the committee.

In addition to adhering to the principles stated above, I agree to participate in and responsibly discharge all of the assignments requested of me as a committee member. I will put the best interests of the organization ahead of my personal interests, and will not allow those personal interests to interfere with my duties as a committee member.



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Signature

Date

Full Name