**Selection Committee members**

**Teacher appointments:**

**Community School:**

In Community Schools which are under the joint patronage of the local ETB and of the Catholic Religious Order(s) or other Patron the Selection Committee consists of five persons, as follows:

5 persons Selection Committee comprised of:

* 2 X Representatives of the religious authorities or other non-ETB patron involved in the operation of the school
* 1 X Representative of the ETB
* 1 X The Chief Executive of the ETB or his/her nominee
* 1 X Independent Educationalist.

Community schools should make their own arrangements to secure a person to fill the position of Education Expert independent from the school.

*Note:* Trustee/patron representatives are appointed by the trustees/patrons and the Independent Educationalist is appointed by the Board of Management.

The minimum composition of the Selection Committee shall be 3 members but must at all times must include the Independent Educationalist.

**Comprehensive School**

In Comprehensive Schools the Selection Committee consists of 5 persons as follows

* 3 X Representatives of the religious authorities/denominational partner involved in the operation of the school
* 1 X The Chief Executive of the ETB or his/her nominee
* 1 X Independent Educationalist.

 Comprehensive schools should make their own arrangements to secure a person to fill the position of Education Expert independent from the school.

*Note:* Trustee/Patron/denominational partner representatives are appointed by the trustees/patrons and the Independent Educationalist is appointed by the Board of Management. Gender representation is important on a Selection Committee

The minimum composition of the Selection Committee shall be 3 members but must at all times must include the Independent Educationalist.

**Principal & Deputy Principal appointments** (including Director of Adult Education): same Selection Committee as for teachers as outlined above.

**Posts of Responsibility (incl. Programme Coordinator):**

The composition of the Interview Board is:

* The School Principal (will not act as Chairperson).
* A Trustee Nominee.
* An Independent Member to be drawn from a panel agreed with the union(s).

 (Circular 0003/2018)

Contact ACCS for the agreed list of independent panel members.

**SNA appointments**:

* The (Principal,
* Chair of Board (or their nominee if unable to attend)
* 1 person nominated by the trustees

**Chaplaincy appointments**

The selection committee shall comprise **5 people**:

* 2 religious representatives
* 2 ETB representatives (who shall be lay persons)
* 1 educational expert; the educational expert to be agreed between the representatives of the trustees.

Where the Diocese is the only non-ETB trustee of the school the composition of the selection committee will be straightforward.

Where the Diocese and one or more other non-ETBs trustees are involved, one of the selection committee will be from the competent religious authority (the Diocese) and the other will be an agreed nominee of the other religious trustees.

Where the Diocese is not a trustee, one of the selection committee will be from the competent religious authority (the Diocese) and the other will be an agreed nominee of the other religious trustees.

**Appointment of other non-teaching staff (e.g. Clerical Officer/Caretaker)**:

* Principal,
* Chair of Board
* 1 person with expertise in school administration

**Home School Community Liaison Person:**

* Chairperson of the Board
* Principal
* 1 other appropriately experienced and knowledgeable individual

*The interview board should reflect gender representation in so far as possible.*