

Standing Operating Procedures for Governance Board Member Elections

About the HPH Governance Board, (Article V)

The [Constitution](#) of the International Network of Health Promoting Hospitals and Health Services (HPH) requires the election of a Governance Board (GB) consisting of seven members to oversee all governance and strategic matters. The GB prepares and executes the decisions of the General Assembly (GA).

- › The GB provides support to the CEO and Secretariat to carry out all executive functions.
- › GB members work with: Past Chair, Standing Observers, Conference Secretariat, and International Secretariat
- › Governance Board members serve three-year terms and may be re-elected once.
- › Membership in the Governance Board is non-transferrable
- › It is desirable that the composition of the Governance Board members reflects the diversity of members in the International HPH Network (§V, 5.6.1.)
- › The composition of the Governance Board shall promote equality and equal opportunity (gender, age)

For more information about the Governance Board, refer to Article V of the HPH Constitution

Responsibilities of Governance Board members

Governance Board members have several individual responsibilities. These include the following:

1. Promote HPH values, principles, and strategies as defined in the HPH Global Strategy 2021 – 2025
2. Comply with all aspects of the Constitution concerning the Governance Board Member role
3. Elect a Chair and Vice-Chair
4. Regularly attend and participate in monthly GB meetings and bi-annual General Assembly meetings conducted in English, and contribute actively to GB business
5. Prepare in advance for GB meetings and undertake agreed tasks between GB meetings
6. Communicate openly with the Board on issues that may arise in the conduct of their role

7. Represent and promote the International HPH Network at the National and International levels
8. Express possible conflicts of interests before voting procedures take place (§V 5.2)

Desirable skills and attributes of Governance Board members

A number of skills and attributes are important for Governance Board members to have so they can carry out their responsibilities effectively. These include the following:

1. Experience in, and knowledge of health promotion in hospitals and health services and knowledge of the International HPH Network
2. Knowledge of, or willingness to learn about, the HPH concept, strategies, policies, and practice on an international level
3. Sufficient capacity and time to fulfill GB responsibilities throughout their term of office
4. Knowledge and understanding of goals and processes of good governance as defined in the HPH Constitution
5. Ability to make decisions in the interests of the HPH Network as a whole and respect networks in jurisdictions other than their own
6. Capability to develop and contribute to effective teamwork.

Nomination and Election Procedure

All nominated candidates are presented to the GA

- If the number of nominated candidates exceeds available positions, the GB selects candidates based on desirable skills, equality, and equal opportunity and presents them to the GA as a suggestion
- If the number of candidates is fewer than the number of positions available, the GB shall contact Network Coordinators to find suitable candidates