COUNCIL
Human Resources (HR) will be the convenor and secretariat of the SAC

Appointments process initiated by Council twelve (12) months before the expiry of the term of the Registrar.

Council approves the establishment of a Senior Appointments Committee (SAC)
HR is the convenor of the SAC

SENIOR APPOINTMENTS COMMITTEE (SAC)

The SAC drafts and finalises an advertisement and specifies the qualifications and other criteria.

SAC draws up a provisional shortlist and conducts interviews.

The SAC arrives at a final shortlist of no fewer than 3 candidates.

HR assists the SAC in compiling an advertisement.
HR advertises the post in the media and conducts strategic recruitment.
HR to ensure that the SAC is presented with a suitable pool of candidates.

HUMAN RESOURCES (HR)
Council may, if it wishes, conduct interviews with the candidates.

SAC submits to Council:
1. The SAC recommendation report
2. Names of the suitable candidates in alphabetical order
3. The curricula vitae of the suitable candidates
4. The vision statement of the suitable candidates

Council makes a final decision on the appointment of a Registrar by a majority of members of Council present and voting.

Chair of Council informs successful candidate and negotiates appointment details.