

An Overview of the ABC Appointments Process

For more information, visit <https://novascotia.ca/abc> or contact Executive Council Office by telephone at (902) 424-4877 or toll free at 1-866-206-6844, or by email at executive.council@novascotia.ca.

Step 1

- An applicant creates an online profile and then submits an application via the Online Applications to Agencies, Boards and Commissions System (available at <https://novascotia.ca/apps/abc/ABCs-Online/Login.aspx>).

Step 2

- The application is reviewed by Executive Council Office to ensure it is complete, ECO sends an acknowledgement to the applicant, and the application is forwarded to the appropriate department for review and assessment (1-2 business days).

Step 3

- The application is reviewed and assessed by a departmental screening panel to confirm that the applicant is qualified for the appointment (4-6 weeks).

Step 4

- If the applicant is qualified for appointment, they are considered for appointment to all current and upcoming vacancies on the ABC for a period of two years from the date of the application.

Step 5

- If the Minister selects the applicant to fill a vacancy, the proposed appointment is reviewed by Executive Council (Cabinet) and may be reviewed by the Standing Committee on Human Resources* before it is finalized.

Step 6

- The applicant is advised when and if they are appointed, and the details of their appointment are posted online at: https://novascotia.ca/exec_council/abc/recent-appointments.asp

Step 7

- The applicant may track the status of all current applications and appointments via the Online Applications to Agencies, Boards and Commissions System.

*See Rule 60 of the Rules and Forms of Procedure of the House of Assembly (September 2018), available online at <https://nslegislature.ca/sites/default/files/legc/Rules.pdf>