NOMINATING PROCESS

The Board unanimously approved, at a meeting on May 8, 2002, three items to facilitate the nominating process. Those three actions consisted of the following:

1. GUIDANCE STATEMENT setting out the criteria to be considered by the Nominating Committee during their selection process. This is a guideline only and not a set of standards or a checklist.

   The members can use the Guidance Statement as a source of information to learn how to get involved in such a way that improves their chances to be considered as a candidate for a position on the Board. The criteria included in the Guidance Statement addresses the candidate’s demonstrated qualities relating to Commitment, Leadership, Knowledge of the Organization, Support of his/her Employer and Diversity.

2. NOMINATING/WILLINGNESS TO SERVE FORM FOR POSITION ON BOARD OF TRUSTEES (Form). The Form is to be used by the membership to put the name of someone, or any member’s own name, before the Nominating Committee for consideration as a candidate to be nominated for a position on the Board. The Nominating Process is not a popularity contest, therefore, the number of Forms submitted for a single candidate will not be a factor considered.

3. NOMINATING COMMITTEE CONFLICT OF INTEREST POLICY (Policy). This is a Policy that each Nominating Committee member will be asked to sign. The Policy is intended to prevent any appearance or perception of impropriety and give the membership confidence in the process.

   The policy states that it is the duty of a person serving on the Nominating Committee to select candidates in a fair and unbiased way. If any person’s membership on the Nominating Committee will offer any nominee, fellow employee, or an employee of a client an unfair advantage, the Nominating Committee member is obligated to make the Nominating Committee Chair aware of the conflict and to abstain from a vote for candidates for the position for which that candidate is running. The member is also obligated not to speak to sway the view of the Nominating Committee in favor of or against the person being considered.
GUIDANCE TO BE CONSIDERED IN NOMINATING CANDIDATES

Leaders come in all shapes and levels of experience; therefore, it is impossible to set definitive criteria which if met will guarantee a strong, successful leader. In fact, it is unlikely the Board would function if all individuals serving in the various offices were strong, successful leaders with the same qualifications and experience. The NC AWWA-WEA Board, like any other, needs a diverse group of individuals who are committed and loyal to the organization, who possess knowledge of the workings of the various committees, who are willing to commit the time and energy needed to serve in a leadership role, and who bring to the table a perspective that is representative of some portion of the membership.

With that in mind, the following criteria are offered for consideration of any member nominated for office.

1. Commitment:
   - Has the individual been an active member of the NC AWWA or WEF for some period of time and has served on one or more committees. If so, on which committee(s) did they serve and what role did they take in helping the committee(s) achieve its goals?

2. Leadership:
   - Has the individual served as chairman or vice-chairman of one or more committees?
   - Has the individual defined an area of service that needed attention and taken the initiative to make something happen?

3. Knowledge of the Organization:
   - Is the individual familiar with the organizational structure and do they understand the relationship between the committees and the Board?

4. Support of Employer:
   - Does the individual have the support of their employer—specifically, will they provide time so that this person can attend all Board functions, including regular Board meetings, Regional and National meetings, work sessions and some committee meetings?
   - Is the individual aware that the financial support could be needed for events not paid by the Association?

5. Diversity:
   - Will the individual contribute to diversity of leadership of NC AWWA-WEA, through one or more of the following: Employment, geographic representation, gender/ethnicity or professional experience?