

Policy on Process for Electing District Superintendents

A Policy of The Christian and Missionary Alliance in Canada

This policy shall govern the election of the district superintendent in each district of The Christian and Missionary Alliance in Canada (the "C&MA").

In this policy, all references to "the Committee" shall be interpreted as meaning the District Committee on Nominations.

1. District Committee on Nominations

- 1.1. The chair, vice chair, and secretary shall have full discretion to commence preparatory work for the nominating committee including, but not limited to, publishing a call for nominations and establishing a deadline for the submission of nominations¹.
- 1.2. The Committee shall report exclusively to the District Conference.
- 1.3. The Committee shall request from the chair of the District Executive Committee input regarding the needs of the District in the next season of its life as identified by the District Executive Committee.
- 1.4. The Committee shall consult with the president of the C&MA.
- 1.5. The Committee shall only receive nomination papers from individuals who are committed and able to meet the criteria for a director as outlined in the corporate documents of the district, and who:
 - a) are Canadian citizens;
 - b) are approved for licensing by the C&MA in Canada before they submit their papers; and
 - c) have a significant Canadian ministry leadership experience.
- 1.6. The Committee shall exercise due diligence² and fair treatment in its assessment of each candidate.
- 1.7. The Committee shall operate in absolute confidentiality. No person submitting nomination papers shall be identified until the Committee presents its report to the district constituency.
- 1.8. The Committee shall inform each candidate regarding whether or not the candidate is being recommended by the Committee prior to presenting its report to the district constituency.
- 1.9. A partial report of the District Committee on Nominations to the district constituency shall identify which candidate it recommends to District Conference and will occur at least 30 days prior to the beginning of District Conference. The report shall also list:
 - a) the names of the persons who submitted nomination papers whose nomination papers were found to be in order and who have not withdrawn;
 - b) a brief resume of each candidate's ministries; and
 - c) the position statement of vision, goals, and expected outcomes during the term, as submitted by each candidate.

¹ The establishment and composition of the Nominating Committee is in the Policy on District Organization, Item 2.4.1.

² Due diligence shall include, but not be restricted to, a criminal record police check and an oral interview.

1.10. Nominations from the floor of District Conference shall not be accepted.

2. Nomination Papers

- 2.1. All candidates for the position of district superintendent, including the incumbent district superintendent, should the incumbent be eligible, shall file nomination papers with the chair of the Committee.
- 2.2. A candidate may withdraw their candidacy at any time prior to the vote to elect the district superintendent at District Conference by providing notice to the chair of the Committee.

3. Incumbent

No later than one hundred and eighty (180) days before the convening of District Conference, the incumbent district superintendent, if eligible for re-election, shall provide written notice to the chair of the Committee stating the incumbent district superintendent's intention to allow or not allow their name to stand for re-election. The chair of the Committee shall, no later than five business days after receiving such written notification, ensure that the stated intention of the incumbent district superintendent be posted on the public website of the C&MA should such a website exist.

4. Election Procedure

- 4.1. Immediately prior to the election, all candidates for district superintendent shall be given opportunity to present to District Conference a speech which shall be approximately 15 minutes in length. Speaking order will be determined by drawing lots. Candidates will meet with the Moderator immediately after the session in which the second reading of the Report on Nominations is presented to establish the speaking order.
- 4.2. Following the speeches, delegates will be given 15 minutes for prayer and consideration prior to the ballots being distributed.
- 4.3. Where there is only one candidate for district superintendent, and where that candidate is the incumbent who has been elected to at least one previous term, Item 4.1 does not apply.
- 4.4. All candidates submitting nomination papers found to be in order by the Committee, and who have not withdrawn, shall be listed on the ballot with the candidate recommended by the Committee identified thereon.
- 4.5. The vote to elect the district superintendent shall take place at such time as is in accordance with the agenda adopted for the meetings of District Conference.
- 4.6. In order to be elected district superintendent, a candidate must receive a majority of the votes cast. In the event that no candidate receives the required majority on the first ballot, the two candidates receiving the most votes in their favour on the first ballot shall be the only two candidates that the delegates to District Conference shall consider on a second ballot. The delegates to District Conference shall vote on the second ballot as soon as practicable after the chair announces the names of the two candidates.
- 4.7. The chair of District Conference shall announce the name of the elected candidate as soon as conveniently possible after ballot counting has been completed.
- 4.8. The elected candidate shall be declared the district superintendent for the next term.

5. Dispute Resolution

In the event of a need for interpretation of this policy before the beginning of District Conference, the chair of the Nominating Committee shall request such interpretation of the Board of Directors and the Nominating Committee

shall abide by the ruling of the Board of Directors. Once District Conference has commenced, the Rules Committee shall make any necessary rulings.

6. Amendments

This policy may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

- Adopted – General Assembly 2010
- Amended – General Assembly 2012
- Amended – General Assembly 2014
- Amended – General Assembly 2016
- Amended – General Assembly 2022