

# Minnesota Walk to Emmaus Board

## Nominations Chair

### Job Summary:

The board is comprised of 15 members, each serving three years. Members rotate by classes – 5 per class. Each class should contain one clergy and four lay people. The nominations position prepares the slate of nominations for the community vote, including a description of the nominee including his or her history with the Emmaus movement and reason for wanting a Board position. This task must be completed by September 15 for the coming year to allow time for the community to vote by end of October. The National Emmaus organization recommends that the slate contain two more names than positions, so that the community is actually voting rather than simply giving approval to a slate picked by the Board.

### Essential Functions:

- Follow MN Community by-laws on elections.
- Recommend the number of people who will be on the slate, keeping in mind that each class should have one clergy member.
- Maintain the board level at membership of 15 throughout the year. If a Board member resigns before his or her term is up, the community lay director brings forth to the board a new name to fill out the term. The CLD may request help from the nominations function to identify candidate names for filling out a term. To the extent possible, care should be given to submit nominees who represent proportionately the various areas in the MN Walk to Emmaus-SW MN, SE MN, NW MN, NE MN, Central West MN, Wisconsin, and the Twin Cities area.
- Prepare a profile of board candidates and distribute to community before the election at candlelight and closing.