

(Note: This document is a consolidation of three previous CCC Nominations documents, detailing the nominations process as approved by the Governing Board of the CCC, May 2006.)

From the **Constitution** of The Canadian Council of Churches (page 13, Section IX)...

A. Nomination Committee

1. There shall be a Nominating Committee of at least six members.
2. The Nominating Committee shall make the following nominations to the Governing Board after consultation with member churches and other bodies:
 - a) the President;
 - b) the Vice Presidents;
 - c) the Treasurer;
 - d) three youth members of the Governing Board
3. Upon receipt of notice from the General Secretary that a vacancy exists in any of the foregoing positions, the Committee shall nominate a candidate for the unexpired term, submitting such nomination to the Governing Board (or, if urgent, to the Executive Committee.)
4. The Nomination Committee shall receive appointments from the member churches of:
 - a) Members of the Commission on Faith and Witness, the Commission on Justice and Peace,
 - b) Members of standing committees: Nominating, Personnel, Finance, Constitution, Audit and Youth, and such other committees as may be required from time to time, and
 - c) Such other nominations as may be required...

Further Background

The nominations committee is made up of representatives of member denominations, named to the nominating committee by their respective denominations in the previous nominations process. Every three years this committee is charged with bringing forward a slate of officers (President, three Vice Presidents, Treasurer) for election to the Executive of the CCC. The Executive is made up of the officers named above, plus the Past President, Chairs of the commissions (currently two), the chair of Personnel and the General Secretary (non-voting). Other staff participate in the meetings of the Executive as required.

The Executive should, in each triennium, and over history, reflect the diversity of The Canadian Council of Churches. This involves attention to balance among:

1. The various member denominations
2. Gender
3. Geography

Cost considerations need to be taken into account in the deliberations around this balance.

The member denominations of the CCC have some history of not submitting their nominations forms. This can present a challenge to bringing forward a well-balanced slate of officers.

In order to facilitate a process that encourages a greater interest in submitting nominations, for both Officers of the CCC and the Nominations committee itself, the following process of communication, education and engagement and a timeline was approved by the May 2006 CCC Governing Board.

Process

1 ½ years ahead of triennium election

- A detailed timeline of the steps of the nomination and election process to be presented to the Governing Board.
- The process of setting up the next nominating committee is begun.
- The current composition of the nominating committee is reported, noting the denominational gaps.
- It is clearly articulated which positions need nominations for election and which positions are appointments made directly by member denominations.
- The historic list of past executives of recent trienniums is presented.

1 year ahead of election

- The final makeup of the nominating committee is reported.
- The process for nominations is reviewed along with the summaries of the position descriptions which outline expectations and levels of time and commitment required.

½ year ahead of election

- There will be time on the agenda of the CCC Governing Board meeting for two sets of small group sessions focused on nominations discernment. The purpose of such sessions is broad discussion in and amongst denominations about the particular gifts and skills needed in the next Executive depending on the particular context of the life of the member denominations in the

CCC. These sessions may be a means of encouraging GB members to stand for nomination and discussing who might be available. It is also a good way for members to get to know members of other traditions. (Note: Nominations of Officers may or may not be those of the Governing Board of the CCC. It is recommended that nominations for President be of members who have already been serving on the Governing Board in some capacity.)

These sessions will divide the Governing Board into several groups. Firstly, each group will have at least one member from each of the broad denominational groups – Orthodox, Catholic, Historic Reformed, Free Church/Evangelical, Lutheran/Anglican. A second session will use the same denominational designations but divide members in such a way that each small group is a denominational group, i.e. all the Orthodox in the same group.

- A set of nomination/ appointment forms will be available at this Governing Board meeting as an example and after the meeting a set will be sent (email and hard copy) to each denomination. The email versions will be sent to both the Governing Board members and the Church Leaders.
- There will be a return date on the forms. (January 31st recommended, February 28th essential)
- The Nominating committee will meet after the return date of the forms to prepare a proposed slate of Officers. (March) The Nominating Committee will note the appointments to Commissions and Committees by CCC denominations, both those named in the Constitution and those subsequently created, but such appointments are at the discretion of the denominations.
- The proposed slate will be emailed to all denominational offices or leaders. (end of March)

Election

The proposed slate of Officers for election by the Governing Board of the CCC will be presented to the GB for a vote at the May GB meeting marking the end of one triennium and the beginning of the next.

Other Notes

- The deliberations of the Nominating committee are confidential.
- There will be 2 reminders made to denominations that have not sent in their Nominations forms.
- The Nominating committee may meet a second time, if necessary.
- The Nominating committee is instructed to seek balance, as noted above, according to the names received.
- It is essential that people nominated are consulted and have agreed to their nomination. In most cases, their denomination/Church Leader will also need to be consulted and permission to stand for nomination obtained.

- The General Secretary will phone all those who are nominated before the meeting of the Nominating committee, if possible, and will phone all those whose names will be on the proposed slate after the meeting of the Nomination committee.
- The Constitution of the CCC (as reproduced above) states that there will be nominations for youth members of the Governing Board. In May 2006, this requirement was put in abeyance.

Nominating Committee (2012)

Gail Allen (United Church of Canada), Father Peter Avgeropoulos (Greek Orthodox), Major Jim Champ (Salvation Army), Bede Hubbard (Jonas Abromitis)(Canadian Conference of Catholic Bishops), Stephen Kendall (Presbyterian Church), Andre Lavergne, (ELCIC), a CRC representative, Karen Hamilton (General Secretary of the CCC – ex officio)

Historic List of Past Denominational Representation in Officers

Note that the position of Past President is not an elected one.

2009-12 – Christian Reformed, Salvation Army, Canadian Conference of Catholic Bishops, Orthodox Church in America, Presbyterian Church

2006-09 – United Church, Anglican Church, Evangelical Lutheran Church, Presbyterian Church

2003-06 – Orthodox Church in America, United Church of Canada, Baptist Convention of Ontario and Quebec, Presbyterian Church

2000-03 – Canadian Conference of Catholic Bishops, Christian Reformed Church, United Church of Canada, Ukrainian Orthodox Church

Brief Position Descriptions

Note that these are brief because the variety of geography and time commitments will vary from Officer to Officer and Triennium to Triennium.

President:

2 Governing Board meetings per year – 3 days per meeting

2 Executive meetings per year – 1 day per meeting

Occasional conference calls as necessary.

Available to the General Secretary as necessary, including the setting of meeting agendas.

Public representation of the CCC as necessary and as possible.

Presidential priorities for the Triennium.

Vice Presidents:

The same as for the President except less input necessary for the Presidential priorities and less time necessary for the setting of agendas for meetings. Less need to be available to the General Secretary, although support always welcome.

Treasurer:

Same number of meetings as above.

Leadership in Executive and Governing Board in setting overall CCC financial directions.

Developing of annual budget in consultation with the General Secretary.

Supervision of Audit/Review and such matters as insurance and staff salaries and benefits.

Available to General Secretary and other staff as required.