

S5.4 NOMINATING COMMITTEE

NAME

S5.4.1 The name of the Committee is the "Nominating Committee", a committee serving the Synod of Western Australia and its Presbytery(ies), hereinafter referred to as "the Committee".

MEMBERSHIP

S5.4.2 The Committee will be appointed by the Synod at each ordinary meeting and will consist of:

- (a) a Convener;
- (b) the General Secretary, or nominee;
- (c) the Secretary of each Presbytery in the Synod or their nominee;
- (d) a person nominated by the Uniting Church Schools and Colleges Forum;
- (e) a person nominated by the UnitingCare WA Forum; and
- (f) up to five other persons.

S5.4.3 The Committee may co-opt up to two further members to ensure balanced representation or to provide the Committee with knowledge, abilities or experience not otherwise available to the Committee.

PURPOSE

S5.4.4 The purpose of the Committee is to bring nominations to the Synod and Synod Standing Committee for the membership of bodies elected by the Synod, and to the Presbytery(ies) and Standing Committee of Presbytery(ies) for the membership of bodies elected by the Presbytery(ies).

RESPONSIBILITIES

S5.4.5 The responsibilities of the Committee are:

- (a) to review the membership of committees, councils, commissions and boards appointed by the Synod and Presbytery(ies);
- (b) to prepare nominations for those committees, councils, commissions and boards elected by the Synod and Presbytery(ies);
- (c) to make any recommendations to the Synod and Presbytery(ies) which will assist in making wise use of the people resources of the Church in the work of committees, councils, commissions and boards;
- (d) to ensure that the nominations submitted to the Synod and (Presbytery(ies)) are representative of men, women and young people and of city and rural members; and
- (e) to arrange any ballots required by the Synod and Presbytery(ies).

PROCESS FOR NOMINATIONS

S5.4.6 The process for dealing with nominations is as follows:

- (a) Each nomination must be initiated using the appropriate nomination form and submitted to the Convener of the Committee and designated staff person.

- (b) Nominations must be made by two persons who are members of Synod or Presbytery(ies) (as appropriate) and must be accepted by the nominee. (NOTE: Schools and Instrumentalities must follow the requirements of their Constitution).
- (c) The Committee will assess the nomination form and make a recommendation to the Synod, Presbytery(ies) or their appropriate Standing Committee.
- (d) The Synod, Presbytery(ies) or their appropriate Standing Committee will deliberate the recommendation and make any appointment.
- (e) The Synod, Presbytery(ies) or their appropriate Standing Committee will submit the approved appointment to the Convener of the Committee for the updating of official Committee lists.
- (f) Official updated Committee lists will be submitted to the Synod, Presbytery(ies) or their appropriate Standing Committee(s) as soon as reasonably possible who will inform the Committees as required.
- (g) Where committees have the power to co-opt members under the By-Laws or Rules, the committee would simply report such co-options to the appropriate Standing Committee and to the Convener of the Committee in order that official Committee lists might be updated.

REPORTS

- S5.4.7 The Committee will report to the Synod and Presbytery(ies) at an early stage in each meeting at which appointments are to be made and again after any necessary ballots have been conducted.