

## Candidate Selection template process:

### 1. Purpose & Scope

1.1 *Candidate selection* is the process by which political parties decide who will be on the ballot paper as their recommended candidate(s). The way in which they make that choice is mainly determined by their own internal rules and procedures.

1.2 *Nomination* is the legal process by which election authorities screen the candidates recommended by the party, approve their candidacy, and print their names on the ballot paper.

### 2. Preselection Process

2.1 Preselection of candidates will involve the appointment of a search team to identify potential candidates, the nomination of interested candidates, an interview process and voting process by all members of (Name of Organisation)

### 3. Search Team

3.1 The search team is treated as a working group of (Name of Organisation)

### 4. Membership

4.1 The search team must have at least 3 members, whose skills and experience should include:

- Experience in, or knowledge of, preselection or search processes of the (Name of Organisation)
- Have good links and networks in the party and broader community to help assist choosing potential candidates
- Representing Gender Equity of membership

### 5. Activities:

5.1 The search team will investigate the membership of the (Name of Organisation) and other suitable applicants who are not yet members

5.2 The search team must prepare a sheet for preselection process so that applicants have an idea of how the process works, including rules and timelines

5.3 In considering people to encourage for selection, the following aspects should be considered:

- Integrity
- Overall or specific skills
- Communication skills
- Teamwork skills
- Commitment to [Green Charter](#) Values
- Commitment to the political agenda & principles of (name of organization)
- Policy knowledge
- Campaign/ issue knowledge
- Achievements / experience

## **6. Nomination**

6.1 An applicant for preselection must:

- Be nominated by at least two members of (Name of Organisation)
- Sign an Application Form
- Provide additional documentation
- Agree to follow the nomination process including nomination timeline and requirements

***Note:** Some Green parties also require formal checks during the nomination process, like a criminal history check. Your party should consider if it should also require these checks as part of the candidate selection process.*

## **7. Candidate Statements**

7.1 Each nominee must provide a Candidate Statement that:

- Outlines the interest in views that align with the values of (Name of Organisation)
- Must not be more than one A4 Page

## **8. Candidate Selection**

8.1 The candidate selection committee puts forward candidate nominations to the relevant national body to vote on the selection of candidates. This may be the party Executive or Membership depending on party rules.

- 8.2 Gender quotas should be applied for fielding both male and female candidates as well as internal party executive and committee elections. In addition, where external quotas are set by government, candidates should be nominated relevant to the quota.
- 8.3 It is the role of the candidate selection panel to assure all candidates' nominations are received on time and with the candidates' statements. It is their role to assure the correct process is followed for the selection of candidates for either internal roles in the party or to stand as candidates for election at any level of Government. Additionally, it is the panel's role to collate key information on all candidates and assure they are all provided at the same time by the agreed deadline.

Bibliography:

- [https://d3n8a8pro7vhmx.cloudfront.net/actgreens/pages/196/attachments/original/1437613613/Preselection\\_of\\_candidates\\_bylaws\\_updatedJuly21.pdf?1437613613](https://d3n8a8pro7vhmx.cloudfront.net/actgreens/pages/196/attachments/original/1437613613/Preselection_of_candidates_bylaws_updatedJuly21.pdf?1437613613)
- <https://aceproject.org/ace-en/topics/pc/pcb/pcb02/pcb02a/default>
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