

VOTING PROCEDURE FOR SELECTION OF A HOST COORDINATOR AND/OR JOURNEY COORDINATOR WHEN THERE ARE MULTIPLE CANDIDATES

In all-member communication such as in an email or Passport, a description of the journey and the opportunity to be a Host Coordinator or Journey Coordinator, along with an application is distributed. The Journey Resource Coordinator oversees the process and seeks sufficient applications to fill the Host Coordinator or Journey Coordinator position(s). During a monthly meeting, the Board of Directors approves the selection of the Host Coordinator or Journey Coordinator using the following process:

1. Before the board meeting, the Journey Resource Coordinator distributes all applications that meet the requirements to all voting board members.
2. Before the casting of ballots, the Journey Resource Coordinator asks each applicant to state why they feel they would be the best candidate for the position.
3. Each vote will be by secret ballot.
4. Each voting board member, including the applicants for the position(s) who currently serve on the board, will have one vote.
5. All applicants will leave the room before voting.
6. The Journey Resource Coordinator asks board members to share their ideas about the candidates' suitability for the position. After board members have spoken, the Journey Resource Coordinator invites the candidates back into the room.
7. The Journey Resource Coordinator appoints two vote tellers who distribute voting papers to voting board members.
8. The voting board member will place one name on the paper for the position.
9. The two vote tellers collect and tally the ballots.
10. The Journey Resource Coordinator announces the winner.

Journey or Host Coordinator Application

Complete the following questionnaire by copying and pasting the questions below into a new document. Then type your answers within the new document. Save the document. Then send it to the Journey Resource Coordinator.

Name:

Phone:

Email:

1. What general club membership activities have you participated in during the last two years?
2. List your journey experience (give the country of the Journey and any committee in which you participated with that Journey. List both Friendship Force trips taken, as well as hosting experiences.)
3. List your Club experiences: namely, committees on which you have served, and offices held or other positions on the Board; give the year you were involved. Indicate with a (c) any committee for which you were chairperson.
4. Is there any time of year when you cannot lead a journey?
5. Give a brief resume of your profession, hobbies, and other volunteer work that you do.
6. Are you willing to lead either an Outbound Journey or an Incoming Journey?
7. Why do you want to lead a journey?
8. How would you go about recruiting club members and members of our community to participate as Ambassadors or Hosts for a Journey?
9. What experience have you had with volunteer workers?
10. What ideas do you have regarding leading workshops before the Journey to instruct hosts/ambassadors regarding the ideals of The Friendship Force?
11. What are your qualifications to lead a journey?