

## 5.2 GOVERNING BOARD ELECTION PROCEDURES

### 1 INTRODUCTION

- 1.1.1 The Virtus Governing Board will be appointed by the General Assembly after receiving nominations from the Virtus Regions.
- 1.1.2 This Standing Order is designed to inform the administrative rules and regulations prior to, and at, the General Assembly to manage the election process.
- 1.1.3 The rules and regulations laid down in the Virtus Constitution take precedence over the bylaws and can only be amended by a two-thirds (2/3) majority of members (in good standing) present at a General or Extra-Ordinary Assembly.

### 2 REGIONAL NOMINATIONS TO THE GOVERNING BOARD

- 2.1.1 At least six (6) months prior to an Virtus General Assembly, at which elections will be held, the Virtus Elections Committee shall circulate to Virtus Regions a 'Call for Nominations to the Governing Board'.
- 2.1.2 Each Virtus Region will request nominations from Virtus Member Organisations within the Region. Nominations must include the nominee's name, cv, experience for the post and a letter of support from the nominating Virtus Member Organisation.
- 2.1.3 At least two (2) months prior to the General Assembly, the Virtus Region will submit to the Elections Committee a list of nominees together with supporting information.
- 2.1.4 Immediately before the General Assembly (usually the day before), each Virtus Region will hold a Regional Assembly to identify their nominees to the Virtus Governing Board. Each Regional Member, in good standing, will be entitled to one vote.
- 2.1.5 Virtus Regions will each provide a number of nominees to the Governing Board defined by the number of Virtus Member Organisations in good standing in that Region as at 31st December in the year before the General Assembly, among whom a ballot will be held to determine the Honorary Offices. The number of nominees per Region are defined as follows;
  - a) Up to 10 National Member Organisations in good standing in the Region: 1 nominee
  - b) 11 – 20 National Member Organisations in good standing in the Region: 2 nominees
  - c) 21 or more National Member Organisations in good standing in the Region: 3 nominees

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- 2.1.6 Nominees must be from different nations/Virtus Member Organisations. No nation may have more than one non-co-opted member on the Board at any time.
- 2.1.7 Nominations must be endorsed by the highest decision-making body of the Region (i.e. regional General Assembly or equivalent providing all member countries in the region their democratic right to influence such a decision).
- 2.1.8 Regions should indicate to which post each nominee is being proposed. No more than 1 Honorary Position shall be held by any 1 Region.
- 2.1.9 The General Assembly shall vote to approve the Honorary Board Members
- 2.1.10 The term of office shall normally be four (4) years and no individual may serve on the Governing Board for more than two (2) consecutive terms (in any or a combination of roles). However individuals are eligible for re-election after a period of one (1) cycle (ie. 2 years).
- 2.1.11 Any terms served by an individual on the Governing Board under a previous constitution (ie. prior to April 2017) will not count towards this total.
- 2.1.12 Where a vacancy arises within the Board due to retired or removal, the relevant Virtus Region may nominate a new Member. Any such nomination must be done by the highest decision-making body of the Region (i.e. regional General Assembly or equivalent providing all member countries in the region their democratic right to influence such a decision).
- 2.1.13 Virtus Regions may nominate the same individual to more than one position. Multiple nominations of the same individual will count as a corresponding number of nominations. A separate nomination form shall be submitted for each nomination.
- 2.1.14 Where Regions do not state which post an individual is being proposed, it will be assumed that person is standing as Member at Large.
- 2.1.15 At the close of each Regional Assembly, the names and supporting information for each nominee together with the post for which each nominee is being proposed will be sent in writing to the Virtus Secretary General.
- 2.1.16 Nominations will only be considered by the General Assembly if the nominating Member Organisation and the Virtus Region was in good standing at the close of the nomination period.
- 2.1.17 Where no constituted Regional Organisation exists, as recognised by the Governing Board, then the same procedures will apply except nominations from member organisations within the region will be submitted directly to the Virtus Elections Committee. The Elections Committee will arrange a vote amongst the nations to approve and select the final nomination.

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3 THE ELECTION PROCESS

- 3.1.1 Nominations to the Virtus Governing Board will be received from the Virtus Regions in accordance with the by-laws stated above.
- a) The Nominations Long-List will include all those people standing for election
  - b) The Nominations Short-List will include all those people standing for the post of President, Vice President and Secretary General (up to 1 nominee per post per Region)
- 3.1.2 The Long List of Nominees will meet to determine who will be elected to the posts of President, Vice President and Secretary General.
- 3.1.3 The meeting will be chaired by an independent Chairperson (a person not seeking election) and agreed by the General Assembly.
- 3.1.4 Where there are no nominees for a position, the post will remain vacant and the incoming Governing Board may appoint an individual with the appropriate qualification and experience to serve until the next General Assembly or Extraordinary General Assembly.
- 3.1.5 Where there is one nominee for a position, that person shall be deemed elected (subject to adoption by the General Assembly) without the need for a vote.
- 3.1.6 Where there is more than one nominee for a position, an election will be held.
- 3.1.7 Each Nominee will be entitled to one (1) vote) and proxies will not be permitted.
- 3.1.8 The successful candidate requires a simple majority of votes. Where there is an equality of votes, then a further vote will be held. If there is still an equality of votes, then the winning nominee will be identified by drawing lots.
- 3.1.9 Elections will be held in the following order:
- a) President
  - b) Vice President
  - c) Secretary General
- 3.1.10 Upon completion of the election, the nominees will return to the General Assembly where the Chairperson will be announce the results.
- 3.1.11 The General Assembly will then vote to accept the Governing Board. A simple majority (50%+1) votes is needed.
- 3.1.12 Where a majority is achieved, the Governing Board will be elected and will take office from the close of the meeting.

## SECTION 5: STANDING ORDERS



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- 3.1.13 Where a majority is not achieved, the meeting will be adjourned to allow the nominees to hold a second (or additional) round of elections until such time that a majority is achieved within the General Assembly.