



7.4 PMI-MN NOMINATING COMMITTEE POLICY

Purpose:

This policy is to uphold the quality and integrity of the Chapter's Board providing candidacy requirements for elected positions and standards of appointed positions in the leadership structure.

Procedural Requisites:

It is the responsibility of the Nominating Committee to review with each candidate the expectations of the role they are running for and ensure all required documentation has been reviewed and signed as necessary (e.g. Volunteer Agreement, Membership Status, PMI MN Conflict of Interest Questionnaire and Ethics Certification).

Requisites for all Chapter Board Positions:

- 1) PMI Member and PMI Minnesota Chapter member in good standing. "Member in good standing" means:
 - a. The member has paid their dues
 - b. No formal ethics violation or complaint under investigation or negatively determined by either PMI global through their procedure or to PMI-MN through the procedures of the office of the Director of Governance.
- 2) Member shall not have been terminated from a previous board or volunteer position. A volunteer who was terminated may not run for a board position for a period of 3 years from the termination date.
- 3) A board member running for the president elect position shall not have violated board contract. A current board member who has violated board contract would not be eligible to run for PMI-MN president-elect position or any board office for a period of 2 years. Violation incident needs to be documented and verbal warning of one's actions does not prevent them from running for two years.
- 4) Member has not resigned from a Chapter leadership position by abrupt resignation or malfeasance for a period of 3 years from the resignation date.
 - a. Of a Board of Directors approved appointment or
 - b. Of the completion of an election candidate roster; or election to a Chapter leadership position or
 - c. Of a critical position that impacts operational integrity (e.g. instructors for paid classes, managers of paid events) who fail to provide a replacement or provide adequate notice

The Nominating Committee will review the risk log maintained by the administrator during the vetting process.

Application to become a candidate for another leadership position while serving in a leadership position is not considered resignation nor considered non-fulfillment of a prior term

- 5) Member shall give consent and willingness to stand for election and fulfill the term, duties and time commitments of the open position (for specifics, see Minnesota Chapter of PMI - Chapter Bylaws, Articles V and VI)
- 6) Member shall declare any potential conflict of interest with PMI, PMI Minnesota, or affiliate organization (as defined by PMI and PMI Minnesota bylaws, policies or codes. The Nominating Committee shall examine any



such declaration of conflict, relative to the PMI and PMI Minnesota bylaws, policies and codes, and may obtain a statement of finding from PMI global, or from the PMI Minnesota President. The Nominating Committee shall then make and document a determination based on their investigation.

- 7) Member shall have served as an active chapter volunteer having volunteered a minimum of 40 hours or at the minimum attended three Chapter events (as recorded in the attendance logs)
- 8) Member shall have a signed volunteer agreement with the Chapter, signed within the past 12 months. The Nominating Committee shall verify the date of last update and require that the candidate submit a signed Volunteer Agreement specifically for Board Members.
- 9) In the case of a candidate for President-Elect, members will have served a minimum of 12 consecutive months as a Board Member at the time of election. The Board of Directors shall provide a majority vote on the eligibility of any applicant who is serving the first year of their term (who at that point may have served less than 12 months).
- 10) When running for the president elect or president role, it is preferred that the member hold a PMI credential.

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