**17 January 2012 DRAFT**

**Nominating Committee Guidelines**
for Selecting Candidates for ALA Council

ALA Bylaws, Article III, section 1 (c) states: [The Nominating] committee shall nominate annually candidates for members-at-large of Council for three-year terms. The number of nominees shall not be fewer than one-and-one-half times the anticipated number of member-at-large vacancies to be filled at the next election.

This document provides guidelines to assist the Nominating Committee in making their selections. The ultimate selections should be reflective of the various points enumerated below; however, most of these are not hard and fast rules, but merely guidelines. That is to say that the final Council slate need not be evenly divided by a certain number of candidates fulfilling certain qualifications, but should consist of individuals who represent the widest range of ALA members.

It is recommended that the Nominating Committee contact the leadership of the ALA divisions, roundtables and affiliates encourage qualified members to put their names forward. This will ensure a diverse pool of individuals from which to choose the final Council slate.

Information about potential candidates will be available to the Nominating Committee in mid-August via the Potential Candidate Biographical Form which will also include the candidate’s Statement of Professional Concern.

Guidelines

- Sitting Councilors shall not be selected by Nominating Committee; they have the option of running by petition.

- Former Councilors may be selected by the Nominating Committee.

- Individuals who ran unsuccessfully in the previous two elections should be invited to run again.

- Slate should be diverse:
  - Ethnicity (as much as can be determined)
  - Geographic
- Type of Library (school, academic, etc.)
- Level of employment (Directors/CEOs, Middle Managers/Deans, Information Specialists, etc.)
- Time in Library-related Jobs – from LIS students up through early, mid, and late career

- Consider overall characteristics/attributes:
  - Demonstrated understanding of the Association
  - Activity and achievements in local, state, and national library organizations, including ALA and its divisions and roundtables
  - Relevant extra-library experience or knowledge
  - Acknowledged understanding and sincere willingness to work and fully participate in the operation of ALA Council and ALA governance in general.
  - Special talents, knowledge sets, particularly notable accomplishments.

- Suggested sources for potential candidates:
  - Division Leaders
  - Ethnic Affiliates
  - Past ALA Presidents
  - Spectrum Scholars
  - Emerging Leaders
  - LJ Movers & Shakers

These guidelines were developed by a subcommittee of the ALA Executive Board consisting of J. Linda Williams, Dora Ho and Steven Matthews, with the assistance of JoAnne Kempf, Director, Office of ALA Governance - December, 2011.