

Details of procedure for selecting two Co-chairs for the Causeway Coast and Glens Community Engagement Platform:-

**NOMINATION PROCESS**

1. Nominations to co-chair the Causeway Coast and Glens Community Engagement Platform will be accepted from individuals who work or volunteer within the community and voluntary sector of Causeway Coast and Glens.
2. The process involves self-nomination with agreement to participate in an open and transparent selection process and commitment to the roles and responsibilities set down.
3. Nomination Forms are to be completed, signed off and submitted by the closing date of 17/04/2020 – this allows an open nomination period of 5 weeks.

**SELECTION PROCESS**

1. Co-chairs will be agreed by nomination and voted for by Community Engagement Platform participants in actual attendance at a selection meeting to be held on Wednesday 6/05/2020 at 3.30pm, the details of which will be promoted widely across Causeway Coast and Glens.
2. All nominees will be invited to attend the selection meeting of the Community Engagement Platform for the purpose of selecting two Co-chairs.
3. Information including name, roles and experiences within the community and voluntary sector and benefits envisaged from the Community Engagement Platform provided by each nominee will be shared widely by email across the Causeway Coast and Glens prior to the selection meeting.
4. Personal contact details of nominees will not be shared.
5. Each nominee will be asked to deliver a short address of 2-3 minutes at this meeting.
6. There will be two votes per community and voluntary organisation attending the selection meeting.
7. The two individuals receiving the most votes will be selected and announced as Co-chairs of the Causeway Coast and Glens Community Engagement Platform.
8. In the event of a tie at 2nd/3rd positions, participants will be asked to revote for the nominees tied.