



## **WMCA Region IX Director Criteria & Process**

### **Criteria**

- A. The candidate must meet the qualifications for office as outlined by IIMC:
  - a. Served at least three years as a Municipal Clerk; and
  - b. Been a member of IIMC for at least three years; and
  - c. Attended at least three annual IIMC conferences; and
  - d. Be a full or additional full member of IIMC and if elected remain a full or additional full member during the term of office; and
  - e. Provide written endorsement of candidacy from the candidate's governing body.
- B. In addition to the IIMC criteria, the Washington representative must:
  - a. Be an active voting member of WMCA; and
  - b. Have served on or chaired an IIMC Committee; and
  - c. Possess the CMC or MMC designation; and
  - d. Have served a full term as a President of WMCA.
    - i. Only if an eligible past president of WMCA is not available or able to serve, a member who meets all other criteria AND has served a minimum of three years on the Executive Committee may be considered.
- C. Disqualification criteria:
  - a. Prior removal from a WMCA office for any reason.
  - b. Verified violation of the WMCA or IIMC Code of Conduct.

### **Process**

No later than June 1<sup>st</sup> of the year prior to the vacancy, a call for past president candidates will be issued for WMCA members interested in serving as IIMC Region Director for the three-year term. Interested members shall submit a letter of interest that includes their qualifications (as listed above) to the WMCA President. Dates of service that support the qualifications must be listed. Candidate submissions shall be due no later than August 1<sup>st</sup>. If no eligible past president submits a letter of interest by the due date, a call for candidates meeting the other criteria will be issued with a due date of September 1<sup>st</sup>.

If the President deems all criteria are met, the candidate packets will be submitted to the Executive Committee at their October meeting. After review, the Executive Committee will vote to determine the candidate who will be the nominee for Washington State.

The name of Washington's nominee shall be forwarded to the other Region IX states for confirmation prior to being submitted to IIMC.