

GUIDELINES FOR FILING DECLARATION OF CANDIDACY

It is strongly recommended that all members seeking an elected office in the Grand Chapter submit a Declaration of Candidacy (DOC). You should check the Red Book first for eligibility requirements and for the duties pertaining to the office you are seeking. If possible, consider speaking to someone who has held the position in the past or presently holds the position. There may be added duties that are not covered in the Red Book. You should be certain that the required time commitment does not exceed your available time. You should also consider if any specific skills are required for the office.

All the elected offices or positions in our Grand Chapter are important to our Order. To be an effective officer, you need to possess the proper skills and be willing to devote the time and effort required to get the job done.

Those who submit a DOC are recognized as serious candidates for the office they are seeking.

Remember always! You are running for the office or position, not against a Sister or Brother. If you are not successful, be gracious, congratulate the winner, then submit your DOC the following year and try again. If you are unsuccessful and seek a different office or position during Grand Chapter, be certain you qualify and have the available time. The duties and requirements may vary for each office or position.

The Grand Secretary should promptly provide an electronic copy of each properly completed DOC to the webmaster who will promptly post them on the NM OES website. This will allow the membership ample time to consider the merits of each candidate. All forms must be posted no later than 30 days prior to Grand Chapter.

INSTRUCTIONS FOR FILLING OUT COMPUTER FORM

The DOC form is a Microsoft Word document or PDF file available from the Grand Secretary who may opt to make it available on the OES NM Website.

The Microsoft Word file will open with blank boxes showing. They will expand as you type information into the box. Tab to the next section. The PDF format can be printed and filled in legibly.

When finished, print, sign, and mail the form to the Grand Secretary to be received no later than 45 days prior to the start of the Grand Chapter Session. Emailed forms will not be accepted.