

## Explanation of New Discernment Process

### Discernment 1 - To discern the Chair

- Community gathers in the evening
- Open in prayer
- Explanation of discernment process- emphasis on prayer and discernment
- Discussions - led by chaplain and campus minister
  - On community and needs in upcoming year
  - On traits necessary for a servant leader
    - Rank in terms of importance
- Prayer in chapel or in adoration for Holy Spirit to bring people to mind
- Nomination - Everyone writes down 1-3 names
- End in prayer

\*The chaplain and campus minister notify all nominees by email, and list times the current chair is available to meet to discuss role and whether or not they want to accept nomination. Those present during discernment 1 are emailed the names of those who accept the nomination the evening before discernment 2. The names of the nominees are kept confidential except to those who attended discernment 1. Names are not allowed to be taken off the list before night 2 unless the individual nominated declines the nomination. All present are asked to pray about the names over next 24 hours and expected to attend discernment 2.

### Discernment 2 - To elect the Chair

- Only those present at discernment 1 regather for discernment 2
- Those who accepted the nomination are welcome to attend for the opening prayer, but then asked to leave the room for the voting and discussion.
- Open in prayer
- Brief reiteration of vision and needs of community as well as traits of a leader
- Explanation of election process - emphasis on healthy discussion, input, and relevant information vs gossip and unnecessary talk
- First round of voting
  - Community is given small slips of paper and asked to write down the one name they prayed about over the past 24 hours
  - If they would like to have the opportunity to speak about the person they are voting for, they can write their own name on the ballot underneath their vote.
  - Votes are counted by one person (either chaplain, campus minister, or FOCUS missionaries) and kept secret.
  - Names that receive no votes are taken off the board
- First round of discussion - moderated by chaplain and campus minister
  - For each name remaining on the board, two people present who voted for the individual are asked to briefly speak about why they would be a good fit for the role of Chair. People are chosen by randomly selecting from those who indicated a desire to speak on their ballot.

- Chaplain and campus minister do not speak to any of the individuals, only point to the needs of the community and qualities of a leader.
- Time for prayer - 3-5 minutes. People can stay in the room or go to chapel. No talking or discussion during this time.
- Second round of voting
  - If an individual receives 2 votes or less the name is removed from the board.
- Second round of discussion
  - Follows same format as earlier
- Voting and discussion
  - The rounds continue with discussion, time for prayer, and voting until the list has been paired down to 3 individuals.
- Critical voting and discussion
  - During rounds when there are 3 people left, the discussion turns to concerns. Chaplain and campus minister make sure to cut off gossip, negative comments, unnecessary and irrelevant talk. Always point back to qualities on the board and how the individuals may struggle to meet criteria and traits of an effective leader.
  - When 3 names remain the number of votes for each nominee are put on the board. Community is allowed to decide to take names off the board due to low number of votes.
  - If the remaining 3 individuals are receiving a relatively equal amount of votes, chaplain and campus minister lead discussion towards most important traits community wants in a leader and asks which of the 2-3 nominees best reflect those traits. Every person present has opportunity to speak about their choice.
- Election of chair
  - When one person has risen to the top by receiving the majority vote, everyone goes around the room and either affirms or denies that the nominee would be suitable in the role as Chair. A unanimous affirmation is required to make a final decision.
  - After a unanimous decision by those present, the new chair is notified via email. They have 24 hours to accept the position.

#### Discernment of Vice Chair

- The new Chair meets with chaplain and campus minister 2-3 days after accepting position to discuss traits they would like in a vice chair. Everyone is eligible for role, not just those who came up during election of chair. Chaplain, campus minister and chair all take time before meeting to pray about who would be a good fit for role and compatible with the new chair.
- Announced in an email after new potential vice chair is notified and has accepted position

#### Discernment 3: Discernment of Team

- The new team is chosen through a nomination and/or application process.

- Online nomination and application forms are made available after 9pm Chapel Mass the weekend Vice Chair is chosen. Nominations are open to all, and once a nomination comes in, the nominee is notified via email with the link to the application. Only nominees who fill out the application will be considered. Students are free to apply without having first received a nomination.
- Nomination form - Nominations are open to all, and once a nomination is received by the Campus Minister and Chaplain, the nominee is notified via email with a link to the application form. By filling out the application, the nominee accepts the nomination, although it is not necessary to be nominated in order to apply. The nomination form includes:
  - Name of person nominated, name of person nominating (optional)
  - Position(s) nominated for (up to 3)
  - Reasons for nomination
  - Concerns
  - Additional comments
- Application - Applications are open to all, and one may apply without receiving a nomination. Only those who fill out an application will be considered for the positions. The application includes:
  - Top Core Team positions with brief description as to why they want each position (up to 3)
  - Top desired Coordinator positions (up to 5)
  - Essays (200-400 words)
    - i. Please explain the reasons why you want to be a leader in the Catholic Hoos community.
    - ii. Tell me about how your relationship with Jesus has changed over the past year.
    - iii. What is one need in the community that you see and what initiatives would you take to address the need?
- Applications are to be turned in by the next Tuesday by 11:59pm.
- As soon as an application comes in, the Chaplain and Campus Minister set up an interview with the applicant, and the application is forwarded to the previous years Chair(s) for whose positions they applied with the name removed.
- Once the application deadline ends and all interviews are completed, the Chaplain, Campus Minister and newly elected Chairs sit down with the previous Team to discuss all applicants and garner input.
- After a day of prayer, chaplain, campus minister, and new chair and vice chair meet to decide the new team.
- After decisions are made, the new team is notified and given 24 hours to accept position.
- Once all positions are accepted, community is notified by email about the new team.