

## MN DFL SD 59 NOMINATIONS COMMITTEE: CANDIDATE QUESTIONNAIRE

The MN DFL Senate District 59 Nominations Committee is requesting that candidates (for the SD 59 Positions listed following this questionnaire) E-mail their responses to the following questions to either of the Nominations Committee Co-chairs: Don Fraser (at [DFLed@goldengate.net](mailto:DFLed@goldengate.net)) or Mary Baker (at [TheJamesGang3@hotmail.com](mailto:TheJamesGang3@hotmail.com)). Candidate screenings will be scheduled no earlier than the morning of Saturday, February 20<sup>th</sup> at an accessible location.

Name:

Desired Office:

Address:

Phone (Day):

E-mail Address:

Gender:

Please provide written responses to the questions below. Feel free to use additional space. A resume may be attached. We request that you **return your questionnaire no later than the end of the day, Tuesday, February 16<sup>th</sup>**.

1. Why are you running for this office? What specific things you would like to accomplish?
2. Based on the duties outlined in the Position Descriptions (below), how much time (per week) will you be able to make available to perform these duties?
3. Officers elected now will serve until the next Convention (2 years). Can you commit to serving out this term?
4. What special skills and qualifications do you have for this position? What has been your past involvement in the DFL?
5. What skills or experiences do you have working collaboratively with diverse groups of people?
6. Would you be willing to accept a position other than the one you are seeking? If so, which position(s)?
7. Will you publicly support only our DFL endorsed candidates?
8. Additional comments you feel would help this committee's decision

# MN DFL Senate District 59 Position Descriptions

**Senate District 59 Chair:** The Chair shall be the Chief Executive Officer of the District and is responsible for calling and presiding at Executive and Central Committee meetings, appointing of special committees, and shall serve as an ex-officio member of all committees. The Chair is an automatic representative (delegate) to the following bodies: State Central Committee, CD5 Executive and Central Committees, and the Minneapolis DFL Executive and Central Committees.

**Senate District 59 Associate Chair:** The Associate Chair shall assist the Chair, preside at all meetings in absence of the Chair and shall succeed in the event of a vacancy of the Chair. The Associate Chair is an automatic representative (delegate) to the State Central Committee, CD5 Executive and Central Committees, the Minneapolis DFL Central Committee, and serve as first alternate to the Minneapolis DFL Executive Committee.

**Senate District 59 Secretary:** The Secretary shall (1) keep the minutes of all Central and Executive Committee meetings, (2) keep records of all official District actions, (3) prepare all necessary documents, (4) prepare and send all official District DFL correspondence, (5) send copies of revised constitution and minutes of conventions to the state DFL office for permanent recording. The Secretary shall serve as first alternate to the Chair and Associate Chair at Fifth Congressional District Central Committee Meetings.

**Senate District 59 Treasurer:** The Treasurer shall have custody of any funds of the District and shall render written reports to each meeting of the Central Committee and Executive Committee and shall also make a full report to the District Convention. The Treasurer shall also complete and submit any report on party finances or campaign contributions required by the agencies of the state or federal government. The Treasurer shall serve as second alternate to the Chair and Associate Chair at Fifth Congressional District Central Committee Meetings.

**Senate District 59 Affirmative Action Officer:** The Affirmative Action Officer shall prepare and enforce the District's DFL Affirmative Action Plan, plus develop, coordinate, and ensure implementation of specific activities designed to promote participation of traditionally underrepresented constituencies in party affairs. The Affirmative Action Officer shall serve as third alternate to the Chair and Associate Chair Fifth Congressional District Central Committee Meetings.

**Senate District 59 Directors: (Minimum of 12 Directors elected that are Gender balanced):** Directors provide leadership in activities or committees as identified by the Executive or Central Committee. Some examples include but are not limited to planning and implementation of educational programs, fundraising, social events, plus coordination of campaign activities for the District. Some Directors may be delegated specific tasks such as communications (web site, publicity, on-line organizing, mailings, or phone trees) or preparing for caucuses and conventions. Directors serve as delegates to the Senate District's Executive and Central Committees.

SD59 Representatives to Other Units:

**State Central Committee: Representatives: (Six\* Delegates and Eight Alternates elected; Gender balanced):** The State Central Committee (SCC) is the governing body of the DFL party, between conventions. Each Senate District or County Unit has representatives to the SCC. The SCC generally has quarterly meetings in different locations around the state and carpooling is encouraged. SD59 SCC Delegates/Alternates are also members of the SD59 Central Committee, the CD5 Central Committee, and the Minneapolis Central Committee. (\*The Senate District Chair and Associate Chair are automatic Delegates to the SCC)

**Congressional District 5 Representatives: (Two Delegates and Two Alternates; Gender balanced):** Each Senate District within the 5<sup>th</sup> Congressional District elects two delegates and two alternates to represent their Senate District on the 5<sup>th</sup> CD Central Committee, which acts as the governing body of the 5<sup>th</sup> CD between Conventions. The Central Committee shall be responsible for the management of party affairs in the district, subject to the control of the governing convention and may declare and fill vacancies among district party officers. Meetings of this body generally take place every other month though out the 5<sup>th</sup> Congressional District.