

Checklist for Members Applying to Stand for Election as a Director - 2024

Eligibility

1. You must have been a Member of the Society for a minimum of 2 years, in your own name.
2. If you have been a joint share account holder for at least 2 years you will be able to satisfy this requirement by concession, provided that you re-register as the first named on your account, with the written consent of the other named person on your account. To do so, both you and the first named person on your joint account must no later than 7pm on Friday, 29 March 2024 submit a written request signed by both parties to: Membership Services, The Channel Islands' Co-operative Society Limited, Co-operative House, 57 Don Street, St Helier, Jersey JE2 4TR
3. You must have spent £1,300¹ with the Society in the financial year before you stand for election, i.e. if you are standing for election in May 2024, you must have incurred expenditure through the purchase of food and/or fuel up to or exceeding the above limit in the year ended 14 January 2024.
4. You must also satisfy the requirements detailed in Rule 10.19 of the Society's Rules, which can view by [clicking here](#).
5. You must be willing to serve for a term of three years and to fulfil all the obligations and duties of a Director detailed in the Guidance Notes for Prospective Directors.
6. Your application must be supported by a Proposer and Secunder, both of whom must also be Members of the Society.
7. Successful candidates will be required to sign a copy of the Society's standard Letter of Appointment, which contains the essential terms and conditions applicable to the Society's elected Directors.
8. The Society will require evidence of any qualifications relevant to your application.
9. If elected and appointed to the Board you will be required to successfully complete any certified training required as part of the Board's training and development programme.

Application Process

10. You must complete an online application, which can be found at www.channelislands.coop. Your completed application, CV and basic Disclosure & Barring Service certificate (the cost of which will be refunded by the Society) must be filed online by no later than 7pm on Friday, 29 March 2024.
11. Your application must be supported by a Proposer and a Secunder who must both be Members of the Society. When completing your online application you will be asked to provide email contact details, names, postal addresses and membership numbers for your Proposer and Secunder.

¹ Subject to change – Changes to this amount to be considered at the SMM to be held on the 27th/28th Feb 2024

12. You will be asked to file an election statement online with your application and will also be required to provide a recent photograph of yourself. If you stand for election your candidacy will be published on the Society's website, instore and through the Society's marketing channels which include local press and digital media in Jersey and Guernsey.
13. All applicants who qualify under Rule 10.19 and have provided a satisfactory basic police disclosure certificate from either the Guernsey and / or Jersey Police, as appropriate.
14. Rules 10.20 and 10.21 prohibit candidates from canvassing directly or indirectly. This includes soliciting votes, in person, by post, email or other electronic means such as social media, including use of LinkedIn. Candidates who breach these Rules are liable to disqualification.

Timelines:

Applications open	Monday, 19 February 2024 at 7pm
Applications close	Friday, 29 March 2024 at 7pm
Deadline for receipt of the Basic Disclosure & Barring Service Certificate	Friday, 29 March 2024 at 7pm
Successful candidates advised	Week commencing Monday, 8 April 2024
Director Elections commence	Tuesday, 16 April 2024
Notice of AMM issued	Tuesday, 02 April 2024
Close of online voting	Guernsey: Tuesday, 14 May 2024 Jersey: Wednesday 15 May 2024
Receipt of online results	Friday, 17 May 2024
AMMs	Guernsey: Tuesday 21 May 2024 Jersey: Wednesday 22 May 2024