

The Rules of Order for the Diocesan Convention

(2005 version)

RULE 1A: ELECTION OF A BISHOP DIOCESAN

Composition of Profile and Search Committee

SECTION 1. When a bishop diocesan is to be elected, there shall be a Profile and Search Committee consisting of sixteen Deanery Members and Six Members-At-Large, elected in the following manner:

- (a) One member of the clergy and one lay member shall be elected in each Deanery of the Diocese in accordance with the provisions of Section 2 of this Rule of Order.
- (b) Six additional Members-At-Large, either clergy or lay, shall be elected by the Standing Committee of the Diocese.
- (c) The Profile and Search Committee shall elect a Chairperson from its membership by a majority vote of its members.
- (d) Vacancies among the Profile and Search Committee membership shall be filled by appointment of the Dean of the appropriate Deanery. Vacancies among the Members-At-Large shall be filled by the Standing Committee.
- (e) The Ecclesiastical Authority shall appoint a priest as a nonvoting chaplain to the Profile and Search Committee. The chaplain shall be responsible for celebrating the Holy Eucharist for the Committee, providing theological insight to the committee, and acting as a spiritual advisor.
- (f) The Profile and Search Committee shall engage a confidential secretary whose responsibility will be to undertake the clerical work of the committee for which said secretary shall be compensated.

Election of Profile and Search Committee Members by Deanery

SECTION 2. Deanery Members of the Profile and Search Committee shall be elected in the following manner:

- (a) When the Bishop, or, in the absence of a Bishop, the Standing Committee announces the call for the election of a bishop diocesan, each Deanery shall meet in Convocation within thirty days. Notice of said Convocations shall be sent in writing to each member of the deanery clergy and each congregation of the deanery at least two weeks before the date of the Convocation. Those entitled to vote at the meeting shall be two duly certified delegates from each congregation in the Deanery and all members of the clergy, canonically resident in the Diocese, who exercise their ministry within the Deanery or who reside in the Deanery. The election shall be by ballot and a majority of the votes cast shall be necessary for election. It shall be the duty of each Dean to certify, promptly to the President of the Standing Committee the names, addresses and the telephone numbers of the persons elected.

(b) Upon receipt of the names of the Deanery elected members of the Profile and Search Committee, the Standing Committee shall elect six members of the Committee.

Self-Study and Profiles

SECTION 3. The Profile and Search Committee shall cause a Diocesan Self-Study to be completed no later than one year after the call for election.

Using information developed by the Diocesan Self-Study, the Committee shall develop a Diocesan Profile. The Committee may engage such assistance as it deems reasonable to complete its task.

Obtaining Candidates

SECTION 4. The Profile and Search Committee shall take the steps necessary to encourage the recommendation of qualified candidates and shall circulate the Diocesan Profile and other pertinent information to all clergy and congregations of the Diocese and other appropriate agencies and institutions throughout the Church, notifying them that recommendations are being received and stating the process for nomination and election.

Preparing a List of Candidates

SECTION 5. The Profile and Search Committee shall screen all candidates recommended and shall establish procedures for determining which candidates are best suited for nomination. It shall submit to the Secretary of the Convention a list of candidates to be placed in nomination at the electing Convention.

Subject to the direction of the Ecclesiastical Authority and in accordance with Article II of the Constitution of the Diocese of Albany and subject to the consents of Title III of the Canons of General Convention, the Secretary of the Diocesan Convention shall announce the date, time and place of the electing Convention and include the Committee's report with said announcement. The date of the electing Convention shall not be less than three months nor more than seven months after the date the Report is issued. The Ecclesiastical Authority may change the date of the electing Convention and reschedule the same.

Independent Nominations

SECTION 6. When the Profile and Search Committee has announced its list of nominees, there shall be a period of 30 days after the date when its report is issued during which independent nominations to the electing Convention may be made. No independent nominations shall be received after that date.

The Secretary of the Convention shall provide, upon request, a Nomination Form on which the deadline for submitting independent nominations and the method of submitting them is clearly stated. All nominations shall require the signatures of at least two persons who are adult communicants of a congregation in good standing and certified deputies to the Convention

and/or canonically resident clergy. No person shall sign the nomination form for more than one candidate for Bishop.

Composition of the Election Procedures Committee

SECTION 7. There shall also be an Election Procedures Committee of not more than six persons chosen by the Ecclesiastical Authority to assist the Secretary of the Convention in the establishment and oversight of the election procedures and agenda. Procedures established by the Secretary of the Convention and Election Procedures Committee can be over-ruled by a three-quarters vote of the members of the Standing Committee.

Final Report of the Profile and Search Committee

SECTION 8. After the period for receiving independent nominations has expired, the Secretary of the Convention shall transmit to the Profile and Search Committee the names of all of the candidates, together with photographs and biographical sketches of all candidates and such other material about the candidates as shall be in the Secretary's possession. The Profile and Search Committee shall publish an Election Booklet containing this information.

The Election Booklet shall include a detailed statement of the election process including the Agenda for the electing Convention.

The Election Booklet shall be distributed to each member of the electing Convention not less than 45 days before the electing Convention and also made available to the people of the Diocese.

Introduction of Nominees to the Diocese

SECTION 9. After the Election Booklet has been distributed, the Election Procedures Committee shall provide one or more opportunities for members of the electing Convention to meet and confer with all candidates. Opportunity shall also be afforded all members of the Diocese to meet the candidates. The Election Procedures Committee shall be responsible for establishing the time, place, and format of any pre-convention meeting of candidates. All such meetings shall be complete at least seven days prior to the electing Convention.

Place in Nomination

SECTION 10. At the electing Convention, all names of the candidates listed in the Election Booklet shall be placed in nomination. Nominations may also be made from the floor of Convention by any member thereof in accordance with the Rules of Order. Each nomination from the floor shall be accompanied by a properly executed nomination form.

Financing

SECTION 11. The Convention shall make an appropriation to cover the expenses of the election process as outlined herein.