

CANDIDATE STATEMENT AND PHOTO GUIDELINES

You have expressed an interest in being a candidate for the Chapter or a regional Group executive committee. If you are a successful nominee, either by a Nomination and Election Committee nomination or by petition, your statement and photo will be published in the Fall Yodeler, scheduled for mailing during the latter half of November 2023. **Voting closes on Wednesday, December 13th at 2 PM and the ballots will be counted on or before Sunday, December 17th.** Candidates may observe the ballot counting but may not participate in the counting. A Chapter officer will notify you of the results.

By accepting a nomination or submitting a petition, you agree to abide by the Chapter's Campaign Rules and Guidelines. Please read them carefully.

Chapter's Campaign Rules and Guidelines.

The Chapter Rules and Guidelines encourage campaigning that is positive, issue oriented, and in keeping with the goals of the Club. The Committee expects each candidate, and anyone acting on behalf of a candidate, to treat every other candidate with courtesy, dignity, and respect.

Statements about a person who is a candidate in Club sponsored media (Chapter or Group newsletters, web sites, e-mails, etc.) should avoid mentioning that the person is a candidate.

With respect to the distribution of campaign material by electronic mail, the committee will be guided by the Sierra Club Standing Rule 5.6.1(iii) which states, in part: "no Club funds or other resources, including those of Club entities, shall be used to support or oppose any candidate . . . including activities related to circulation of petitions. Resources include official publications and other forums, such as newsletters and web pages."

The Nominations and Elections Committee may allow the candidate's statement as printed in the Yodeler to be posted electronically for the benefit of the membership.

Candidate statements (sample attached):

1. Candidate statements are limited to 300 words, including activities. Please skip an extra line between paragraphs.
2. Candidates must provide the following information: a) City of residence, b) Occupation (if retired, please include former occupation, c) Year you joined the Sierra Club; d) list of your activities.
3. The statement can be given to us in the following format:
 - a) By email to elections@sfbaysc.org. Statement should be submitted as an attached text-only or MS Word file. (Preferred method)
 4. Typed paper version, mailed to the Chapter office: Sierra Club, SF Bay Chapter Elections, PO Box 2663, Berkeley, CA. Before preparing your statements and photos, you may want to consult a previous year's election supplement for a sense of the format. You can obtain a sample by contacting Yodeler editor at: yodedit@sfbaysc.org.
 5. If you are using the same statement or the same Activities or Statement section for both Chapter and Group ExComm, please state so explicitly.

Photograph

All photos should be a clear, focused image with a plain background. The photo should be a headshot of the candidate looking at the camera. Do not have your face in shadow. Think passport photo, where your face fills the frame—but a good-looking passport photo, not a casual rush job. We encourage you to use an up-to-date photo, but if you wish to reuse a photo from a previous election supplement, please instruct us to that effect, and we will do so without having to reprocess the photo.

Electronic images

- (1) Face needs to be **at least** 210 pixels wide, 300 pixels high. This means the portion of the photo containing the face; e.g. if the face is only one-third the width of the photo, then the photo needs to be three times 210, i.e. 630 pixels wide). Photos displayed on websites will not work well unless the face is *at least* 3 inches wide on the screen.
- (2) Preferred file format is TIFF.
- (3) If using a JPEG file, only save once.
- (4) Include an attachment (not pasted in) to e-mail to elections@sfbaysc.org.
- (5) Do not try to scan a half-toned (i.e.: published) photo. Any scans must be made from a photographic print, slide or negative.

Photographic prints

- (1) The Face should be “at least” 1.25” wide, 1.5” high.
- (2) The image must be a true photographic print, not a printed reproduction.
- (3) If you wish the photo returned, include a self-addressed, stamped envelope.
- (4) Mail to chapter office, Sierra Club, SF Bay Chapter Elections, PO Box 2663, Berkeley, CA, United States, California
- (5) Any questions about photo submissions should be directed to the Yodeler editor at: yodedit@sfbaysc.org.

In order to have time to prepare the statements and photographs to be published in the election supplement of the Yodeler, **we need your statement and photograph by Fri. October 13th, 2023, 5 PM** whether you are nominated by the committee or if you apply by petition. Please make certain that these materials are put into the mail to allow for sufficient time to reach us. If you have any additional questions, please email us at elections@sfbaysc.org.

SAMPLE CANDIDATE STATEMENT

Name: John Doe

Residence: Oakland

Occupation: scientist – retired

Sierra Club member since 1985

Activities:

Chapter Executive Committee Member 1985 - 1990; Conservation Chair 1986 - 1990; Ecology Center Board, 2001-2

Statement:

I have been active

(Please follow this format for your submission. **Your combined Activities plus Statement needs to be 300 words or less.**)