

# Shintani Wado Kai Karate Federation



ELECTION YEAR 2018

SWKKF ELECTION PROCEDURE

## **SWKKF INTELLECTUAL PROPERTY**

---

Copyright, patent rights and all other intellectual property rights in anything first conceived, developed or reduced to practice by the Employee or Volunteer in the performance of their work while employed with or a member of The SWKKF shall vest in the Employee or Volunteer. The Employee or Volunteer hereby grants to the SWKKF a non-exclusive, irrevocable, worldwide, fully paid and royalty-free license to use copy or translate the Work for professional purposes. If the member volunteer leaves or Employee is dismissed or chooses to terminate their employment or membership with The SWKKF, The SWKKF retains rights to the use of the works without reservation or exception.

## TABLE OF CONTENTS

---

SWKKF INTELLECTUAL PROPERTY .....	2
TABLE OF CONTENTS .....	3
ELECTION PROCEDURE 2018.....	4
MANDATORY INFORMATION TO BE PROVIDED.....	5
OPTIONAL INFORMATION TO BE PROVIDED.....	5
ASSISTING MEMBERS.....	6

## ELECTION PROCEDURE 2018

---

The following Election procedures are to be used to select representatives from:

- Club Representatives
- Regional Representative
- Provincial Representatives

The Election Officer for 2018 election year is **Sensei Jim Atkinson**.

The various dates are subject to change as required (Mutatus Mutandus).

According to the Constitution and By-laws, the Election Procedure starts with the individual clubs selecting or electing their Club Representative. The voting members of the Club are the Black Belts. This must be done before January 15th of the Election Year. Each Club must notify the Secretary General or his/her designee of the selection of their Club Representative on or before January 15th of the election year. In this case the election year is 2018.

The Club Representative will attend their Regional Council as outlined in Appendix A and carried that amount of votes as outlined in Appendix B. In addition to voting on issues brought to their Regional Councils, they will at their first meeting after January 15th in each election year nominate and elect a Regional Representative and Assistant as outline in Section C (1) of the Constitution.

The first meeting of the Regional Council should be held during the week of January 29th to February 4th, 2018 and the results conveyed to the Election Officer by February 7th, 2018. The Election Officer will compile a list of the Regions and their Regional Representatives and their Assistants. This list will be posted on the SWKKF Website.

The first meeting of the Provincial Council should be held during the week of February 19 to February 25th, 2018. The Provincial Council will be made up of the Regional Representatives. The Regional Representatives in addition to voting on issues brought from their Regional Councils, will at this first meeting of the election year, nominate and elect a Provincial Representative (Provincial Director) and Assistant as outline in Section D (1) of the Constitution. The results are to be conveyed to the Election Officer by February 29th, 2018. The Election Officer will compile a list of the Provincial Councils and their Provincial (Directors) Representatives and Assistants. This list will be posted on the SWKKF Web-Site.

The Provincial Directors will meet at least 1 month prior to each scheduled Senate Meeting (if possible by telephone conferencing) to discuss matters brought to their attention and they feel should be relayed to the Senate. The duties of the Provincial Directors will be varied and not limited to the definition of the Constitution. The Senate from time to time may delegate important files to the Provincial Directors for input and recommendations.

Information to accompany candidates at the Regional and Provincial levels. Details are as follows:

Information to be included with acceptance of nomination or application to a position within the SWKKF

Whenever there is a position in the SWKKF that requires a vote (i.e. any position outside the club level) and once a candidate agrees to accept the nomination, a short biography will be provided to the Election Officer. This information will be included in the initial correspondence to the appropriate areas to ensure that those voting have an understanding of the strengths and skills of each candidate.

## **MANDATORY INFORMATION TO BE PROVIDED**

- Name
- Rank
- Club
- How long have you been an active member of the SWKKF?

## **OPTIONAL INFORMATION TO BE PROVIDED**

It is recommended that you offer pertinent information about yourself to provide a better opportunity to our membership so that they can make an informative vote.

1. Do you have any experience in martial arts outside the SWKKF?
2. How long have you been active in all martial arts?
3. What do you currently contribute to your club?
  - Example - assistant to the main instructor(s) - teach a separate class - rotate in a teaching schedule?
4. What do you currently contribute to the SWKKF? Some examples are:
  - Assist/organize clinics, tournaments?
  - Currently or previously sat on committees
5. What life skills do you have that would benefit you in the position you have been nominated to or are applying for?

SWKKF Election Procedure 2018 is an approved document for distribution and use within the SWKKF. This document is in compliance with the Intellectual Property policy.

**PRESIDENT - SWKKF**

**SECRETARY GENERAL - SWKKF**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_



**ASSISTING MEMBERS**

---