Electing delegates

* PSA workplace delegates are elected two yearly by members at Annual Members Meetings.
* This year, workplace delegates must be elected. The term of office is until the annual members meeting in 2025.
* Nominations may be called in advance, in accordance with Part 1: General, number 9 *Election Principles* of the PSA Rules. If no nominations are received by the closing date, nominations may be accepted from the floor of the meeting.
* The number of delegates in each workplace will be determined by the members in that workplace, with a minimum of one delegate per workplace. A general guide is one delegate for every 15 members.
* Consider the main activities that delegates undertake when nominating delegates (see below).
* The role of delegate is important to ensuring the PSA is represented at the workplace level and that this role is ideally:
* supported by the employer
* highly sought after.
* Members should use a “best person for the job” approach to electing delegates.
* The PSA has a training programme to support delegates and paid leave is available for participants. Check out the PSA website for more information on this programme. Delegates can directly register for a local course which suits.

[Note: Where meetings are of multiple worksites, it might be preferable to arrange delegate elections directly within the worksite.]

* Ask members for nominations (nominations may already have been called for ahead of the meeting).
* Ask the nominees if they accept the nomination. If they do, ask them if they’d like to speak to their nomination. If so, give them a brief time to do this.
* If there are more nominees than positions, hold a vote. If you are nominated, ask another member to run this vote for you!
* Thank nominees. Ask successful candidates, their nominators and seconders, to complete the delegate nomination form. Send the form to PSA, so we can update our records.