Election Timetable*

Open Applications	**Tuesday 14th April 2026**
Close Applications	**Tuesday 12th March 2026**
Interviews	**Monday 12th – 14th March 2026**
Meeting	**Sunday 17th May2026**

Dates and process are subject to change, changes will be communicated to applicants

Any instance of these rules being broken will be considered by the Ombudsman, Mazkir, Rosh Nivchar and may result in an individual not being admitted to the room/allowed to vote.

Prior to sending out opening email

- The steering committee (Mazkir, Rosh Nivchar, Shaliach & Ombudsman) will agree on the process.
- Use as wide a mailing list as possible and advertise on Facebook and Instagram (nobody should feel like they haven't been invited to apply). Emails are sent to the youngest six Daled (Bogrim) Shvatim.

Application Process

- The Hanhalla have been instructed of the importance of confidentiality which is seen in the Constitution and as such have been instructed the following guidelines:
    1. At no point can any member of the Hanhalla reveal who has / hasn't applied. This includes confirming people have applied where they are public about it.
    2. Hanhalla members should not reveal how many (or if any) people have applied for each position.
    3. No member of the Hanhalla should discourage anybody from applying for the Mazkirut or applying for a specific Tafkid. They can explain challenges of the job and why it's tough, but they should not conclude with advising someone not to apply for the Mazkirut/a specific Tafkid.
    4. All applicants must be given an even playing field, and therefore no Hanhalla member should coach/unofficially sponsor a candidate or provide them with privileged information.
    5. Any Hanhalla member who applies for the Mazkirut will not take part in the decision process.

6. We encourage all members of the Tnua to actively encourage other members to apply for the Mazkirut as ensuring a strong future is in all of our best interests.

Interviews

- Decide on the interviewers:
    - Where possible, same interviewers if people applying for a same position.
    - There will be 2 interviews; one followed by the other, with a short break between them.
    - The first will be conducted by one representative of the Nivcharim and one Shaliach/a, and the second will be conducted by one member of the Mazkirut and one past member of the Mazkirut (not involved for two years). The Mazkir should aim to sit in each interview.
- Decide on the questions which will be asked:
    - As much as possible, questions should be standardised, however there will be candidate and application specific questions asked.
    - All members of the Hanhalla will receive the candidates' application forms 24 hours before each interview, so that they can submit questions if need be.
- The candidates' answers will be captured and recorded by the Mazkir during the meeting.

Between interviews and election day

- Minutes and recordings of the interviews should be sent to all members of the Hanhalla at least one week before the meeting. The meeting shall not take place until this has occurred. Candidates may not send any other additional information to Hanhalla members.
    - All the minutes and recordings must be sent in the same email so that no candidate is disadvantaged.
- It is the obligation of the Hanhalla to read all the candidate's application forms and be open and receptive to the candidate.
    - No member of the Hanhalla should avoid speaking to any potential applicant.
    - No member of the Hanhalla should persuade other members of the Hanhalla of their opinion prior to the decision day.
    - If any member of the Hanhalla has follow up questions to ask a candidate, this should be asked via the Shaliach who will in turn write down the answer provided and send all members of the Hanhalla the question and answer.

- Dugma issues must be raised in advance of the meeting with the Shaliach to explore

If deemed to be factually true, the Shaliach will bring this to the meeting and present it to the Hanhalla who will vote whether this is a Dugma issue and whether this issue is grounds for a candidate to no longer be eligible for the Mazkirut.

- If a Dugma issue is not deemed serious enough grounds for a candidate to be ineligible for the Mazkirut then this Dugma issue cannot be raised again in any subsequent discussions about that candidate, in the context of Dugma.
- Only the Shaliach can raise Dugma issues at the meeting.

Election day

- Anyone who is late to the actual meeting will not be admitted.
- The Mazkirut Election Process is as follows:
  - Start the day early and with ratifying the ombudsman.
  - Rules of the day will once again be highlighted to the entire Hanhalla
  - Dvar Torah.
  - Voting shall follow the limits set out by section F3 of the Constitution.
  - Shlichim do not have a right to vote but serve in advisory positions and count the votes, the count will be verified by the ombudsman.
  - The order of applicants to be discussed is picked from a hat.
  - Any Dugma issues are presented by the Rav Shaliach and after discussion the Hanhalla votes on whether this issue is grounds for rejection.
    - If a Dugma issue is concluded by the Hanhalla to be serious enough for an applicant to be disqualified, the applicant cannot be discussed any further in the process.
    - Any Dugma issues that were not presented to the Shaliach by the deadline cannot be raised at the meeting.
    - Only the Shaliach can raise Dugma issues.
  - Each applicant will be discussed for their aptitude to be on the Mazkirut (in any position) and voted against RON (reopen nominations).
    - Only once an applicant is deemed apt to serve on the Mazkirut will they be considered for a specific Tafkid.
    - If applicant is not successful against RON, they cannot be considered for any Tafkid at any later stage of the process.

- If a candidate applies for numerous Tafkidim, this discussion and vote only needs to happen once.

- The order of Tafkidim to be discussed is picked from a hat.
- The Hanhalla will have the option to consider candidates who have applied for a Tafkid through a "secondary" application.
- Each applicant will be discussed for the role they have applied for and voted against RON (reopen nominations) to determine their suitability for the role.
- If a post on the Mazkirut is vacant following discussion and voting on all candidates and positions, candidates can be considered for that Tafkid who did not apply for that Tafkid as a "primary" or "secondary" application.
- If more than one person is deemed suitable for a position, there will be a vote off between those candidates. If there are more than two people, further votes will be taken until one candidate holds a simple majority of the overall vote.
- If a candidate has been deemed the most appropriate for more than one position, a vote will be taken by the Hanhalla to determine which position is more appropriate for that candidate. Where this is the case, any candidate that has been deemed appropriate for the newly vacated position having 'beaten' RON in the first round for that vote, will face another vote. There will be no further discussion. If there is only one candidate remaining for this position, they will automatically be elected.
- As the aim is to elect the best Mazkirut possible, once all positions have been filled, members of the Hanhalla have the option to 'RON the Mazkirut.' The Hanhalla will vote on whether to discuss the proposal. Should this vote pass, then after appropriate discussion, the Hanhalla will vote whether to accept the proposal.

    - As all appointments to the Mazkirut until this stage are provisional, making changes to the Mazkirut at this stage is deemed a regular part of the process.
    - If the Mazkirut is RONed then votes for all Tafkidim will take place again; discussion points do not need to be repeated.

- General Points
    - No repetitions of points.
    - Comments need to be backed up by concrete examples.
    - Things are recorded on projector.
    - People are only invited to speak by the ombudsman.

- Respect for everybody in the room, nobody is more important than anybody else and hence equal respect must be shown to each other's rights.
- Anything which is said in the meeting may form part of the feedback which is given.

Post-Election Day

- All applicants are informed by the Mazkir of the result
  - Once being informed of the decision, applicants should not publicise the result until they have been told they can do so by the Mazkir
- Successful applicants can accept there and then or are given some time (three days but can request an extension). If they choose to delay making a decision, then publicising the results is delayed until a decision has been made
- Feedback:
  - Can only be given by the Mazkir
  - Will be given if the applicant requests
  - Will be kept confidential unless applicant gives permission to publicise
- Results should be publicised to the whole Tnua as soon as possible
- No other members of the Hanhalla should discuss the contents of the meeting with the applicant
- Manifestos of successful applications may be sent out