

Advert for European Selections – New Applicants 2008

1) CV Template

Attached is the CV template to be used when applying for inclusion as a European Candidate.

- The closing date for these applications is **10.00 am on Friday 4th January 2008**. Only applications on the standard CV template (attached to this email) will be accepted. Please only use this template.
- Once complete, **TWO** signed copies of the standard CV template should be sent to Gareth Fox at The Candidates Team, CCHQ, 30 Millbank, London SW1P 4DP. You must comply with this.
- You may amend the size of the boxes to suit your own CV and give emphasis to different areas of your career. However the completed CV must run to **no more than 2 pages plus the 2 page cover sheet and the 1 page Undertaking**. Any CVs submitted that do not meet this criteria will not be accepted. **These pages must be stapled**.
- Please do **not** include photographs on your CVs.
- Emailed CVs are not acceptable, they must be hard copies.

You may apply for up to TWO Regions only. However, you may only participate in the postal ballot in ONE Region. You **must**, therefore if you are applying for 2 Regions, state your Regional preference on the separate sheet attached to the CV template. This form will be removed by the Candidates' Team before your CV is passed to the Regions.

If you are successful in both Regions, you will be contacted by the Candidates Team, via email, on the Sunday following your second successful interview and asked to confirm which ballot you wish to enter. If you fail to email your response by 2.00 pm on that Sunday then your name will be submitted for the postal ballot you had indicated was your **first preference Region** when returning your CV.

Please note there is no ranking at the RSC meeting. The number of applicants, equal to the vacant slots, with the most votes will go forward to make up the postal ballot of Party members. The remaining applicants, who were interviewed, will form a reserve list.

2) Sift Meetings

The sift of applicants, to select who will be invited to attend for interview at the RSC2 meetings, will take place between 7th – 12th January. You will be notified by the Region if they wish you to attend for interview or not and you will be given details of time and location of the interview.

3) Regional Selection College Meeting Two

Detailed below are the Regions and the dates of the Regional Selection College Two (RSC2) meetings in each Region.

Regions	Date of RSC2
East Midlands	9 th February
Eastern	2 nd February
London	26 th January
North East	2 nd February
North West	26 th January
Scotland	2 nd February

South East	2 nd February
South West	2 nd February
Wales	12 th January
West Midland	26 th January
Yorkshire and Humber	2 nd February

The Regional Selection Colleges (RSC) are made up of Regional Chairmen and officers; members of the Area Management Executives; Constituency Chairmen (or their deputy) plus one extra representative for every 500 members over the initial 500; Principal Council Group Leaders; Conservative Women's Organisation Regional Chairmen and their Deputies; Conservative Future Regional Chairmen and their Deputies and up to 7 further members co-opted at the Regional Chairman's discretion.

3) Interviews

Interviews will be conducted by the full RSC. Interviews will consist of a short address for up to 5 minutes followed by up to 25 minutes of questions from the RSC. The number of applicants the RSC will interview will be at least twice the vacant slots.

4) Applicants' activities during the selection process

After 10th December you may **not** obtain or use copies of any membership databases nor use Party membership lists for the purposes of distributing literature in hard copy or electronic format. This also applies to any personal contact lists of Party members. You may continue to attend Party functions up to and over the Christmas period within your Region and the Regions you have chosen to apply for but you must cease to do so from Friday 4th January 2008 until 25th March 2008 (the closing date of the postal ballot for all Party members) if you are called for interview or are on the reserve list.

You may not attend or address functions held by Party organisations during this period. These are organisations which restrict their membership to members of the Conservative Party.

You may update your websites or personal blog site during this period but must not mention MEPs or other applicants in relation to the European selection process.

Between 4th January and 12th January, all applicants who have applied must comply with these conditions.

Regions and Areas may not hold hustings meetings but individual Associations may hold small "meet and greet" meetings from the time the Regional Selection College has selected those whose names will go forward to the postal ballot of Party members to the close of that postal ballot. They must invite all MEPs and applicants who are part of the postal ballot of all Party members in their Region. Literature may not be circulated for, or by, anyone at these meetings.

For the avoidance of doubt, from 4th January 2008 all applicants are permitted to continue to help at any local elections or national by-elections which may arise.

The Committee on Candidates reserves the right to remove an individual from the European Candidates' List if an allegation of misconduct is upheld. The Committee on Candidates will also monitor compliance with the Rules and deal with day to day complaints, queries and concerns.

5) Undertaking

In order to proceed to selection all applicants will need to sign and return the Undertaking attached with their CVs by 4th January 2008.

6) Postal Ballot of Members

If you are called for interview the Candidates' Team will contact you again by email on 14th January to advise you how to prepare your election address for the postal ballot should you be successful at the selection interviews.

When sending in CVs, please take note of the following:

- If you have any reason why you cannot make the deadline please speak to Gareth Fox.
- Please make sure that CVs are posted in time to arrive for the deadline given in the advert.
- If you wish to hand deliver your CVs, please note that the CCHQ Reception, on the 3rd floor, 30 Millbank is open 24 hours a day including during the Christmas period. Please note the guard may be absent for a short period whilst on patrol of the floor.
- Please make sure you have placed the correct postage on your envelope. If you are using 1st or 2nd class stamps on an C4 or larger envelope you will need to use the following:



- Multiple “normal” 1st and 2nd class stamps are not accepted as correct postage by the Post Office on envelopes that qualify as “Large”, ie C4
- If you are using monetary value stamps please find below the price of the stamps you will need to use.
- **Letter**
Length: **240mm** max
Width: **165mm** max
Thickness: **5mm** max

Weight range	First Class at new price
0-100g	34p

Large letter

Length: **353mm** max
Width: **250mm** max
Thickness: **25mm** max

Weight range	First Class at new price
0-100g	48p

Letter

Length: **240mm** max
Width: **165mm** max
Thickness: **5mm** max

Weight range	Second Class at new prices
0-100g	24p

Large letter

Length: **353mm** max
Width: **250mm** max
Thickness: **25mm** max

Weight range	Second Class at new prices
0-100g	40p