

CONDUCTING CANDIDATE INTERVIEWS

Purpose: To conduct a personal evaluation of all candidates seeking the Friend of Agriculture Endorsement Recommendation by the County Candidate Evaluation Committee.

Pre-Meeting

- 1) County Candidate Evaluation Committee decides to interview candidates seeking state and national positions; and additional local races, i.e. county commissioner, prosecuting attorney, drain commissioner, etc.
- 2) Committee Establishes a timetable, 4-6 questions, and interview process. The committee should hold at least an organizational meeting to address these issues. Of the 4-6 questions, it is good to have 80% ag-related and 20% non-ag questions.
- 3) Notify candidates of the interview time, date, location via phone and confirm in written form (e-mail, fax, or mail).
- 4) Direct all candidates to the MFB website for more information about Farm Bureau.
- 5) Should there be a joint meeting between county Farm Bureaus to evaluate the candidates, all duties and expectations need to be defined by each county Candidate Evaluation Committees.

Interviews

- 1) Appoint a greeter to meeting and visit with candidates when they arrive. A packet that includes the policy book should be provided to each candidate to take home to understand who and what the organization is and does.
- 2) Candidate Evaluation Committee needs to meet 30 minutes prior to the first interview to get organized and review questions.
- 3) Interviews should run about 20 minutes to ask questions, 5 minutes to excuse them and prepare for the next candidate. The questions should be given to the candidate as they meet the group and begin the interview. Note: 20 minutes is to watch how each candidate manages their time, addresses the question, and interacts with the group.
- 4) At the meeting's end, the committee needs to document their position, make recommendations for endorsement to MFB's AgriPac.

Post Meeting

- 1) Committee needs to send out thank you letters to candidates.
- 2) Committee needs to meet after Primary to re-evaluate other races should their first recommendation not win.
- 3) County Candidate Evaluation Committee needs to make that recommendation to the MFB Agri-Pac Committee.
- 4) County Farm Bureau needs to invite the MFB endorsed "Friends of Ag" to county Farm Bureau events, and assist them with campaign sign distribution.
- 5) County Farm Bureau needs to consider using this procedure for other races in county.

CAM Duties

Encourage member involvement. Participate in planning and conducting committee activities. Provide support services to the committee as needed. Such activities would include phoning candidates to schedule appointments, sending letters confirming times, and thank you letters, forwarding in the necessary evaluation sheets to MFB.

Legal Limitations

There are no legal limitations for the County Farm Bureau Candidate Evaluation Committees to conduct interviews of candidates seeking the recommendation of the Committee for the AgriPac's "Friend of Agriculture" endorsement.