

ELECTIONS

CANDIDATE

CHECKLIST



ELECTIONS

In the next few weeks, you will need to prepare several things to support your election, but do not worry, we have produced a little checklist to get you organised.

YOU SHOULD:

- Write a Manifesto & Upload to GSU Website (by Midday 22nd Feb)
- Create your Slogan & Add this to your profile on the GSU Website (by Midday 22nd Feb)
- Upload a Picture of Yourself to the Website (by Midday 22nd Feb)
- Produce your Campaign Marketing Materials and send to the SU (by Midday 22nd Feb)
- Record and Send GSU a "Vote for Me Video" (by Midday 22nd Feb)
- Fill out the Candidate Q&A Form Online (by Midday 22nd Feb)
- Prepare for Hustings (Dates: 24th Feb & 1st March)
- Attend a Mandatory Briefing (8th, 9th or 12th Feb)

HAPPY CAMPAIGNING!

As a Students' Union, we are here to support you in preparing for the election and act as a guide through the process. Campaigning can be tough, so it is vital that you take care of yourselves. Remember to eat regularly, get plenty of sleep and make sure your University work comes first. You can drop us a call and speak to the Representation Team, or the Students' Union Advice Team and for those in Medway, the GK Unions Advice Team is always there to help.

If you would like to arrange an online meeting or telephone call to discuss campaign ideas and what previous candidates have done, please don't hesitate to book a "Thinking of Running" appointment. You can also contact our Democracy and Engagement Manager Henry at h.w.h.setter@gre.ac.uk or elections@gre.ac.uk.

Voting will open Monday 1st March at 9am and close Thursday 4th March at 3pm.

YOU CAN ALSO:

- Attend GSU Election Training Sessions
- Create your Online Presence
- Have your manifesto checked over (from 15th-19th Feb)
- Build your support team
- Get sports and societies to endorse you
- Talk to a SU member of staff by emailing elections@gre.ac.uk
- Have your pitch written out for when you are messaging voters so that you can easily pitch to students what a vote for you means to them
- Tell all your friends that you are running and try to form a campaign team
- Make yourself a timetable so you know exactly what you will be doing and when
- Make your campaign materials early before election week to put less pressure on yourself
- Make sure any urgent coursework is completed before voting opens
- Schedule in little treats for yourself and time to relax in-between campaigning so you don't burn yourself out

NOMINATIONS OPEN	Nominations are open for any Greenwich student to stand for election for either a Full-Time Officer (paid) or a Part-Time Officer (unpaid).	18th Jan 12 Midday
THINKING OF RUNNING	We realise that running is not a decision you make without careful consideration. Therefore, you can book an informal conversation with an SU staff member or SU Officer to give you more information, guidance and support in making the decision	Book from 18th Jan - 5th Feb
NOMINATIONS CLOSE	Don't leave it to the last minute as some students do, otherwise your nomination may not go through.	5th Feb 4pm
CANDIDATE LIST PUBLISHED	A full list of all candidates running in this year's elections will be uploaded to the SU Website.	8th Feb 12 Midday
MANDATORY CANDIDATE BRIEFINGS	These are a requirement for every candidate in the Spring Elections, but don't worry as we are running a few sessions across the candidate development weeks.	8th Feb 2-3pm 9th Feb 5-6pm 12th Feb 3-4pm
TRAINING SESSIONS	Throughout the two training weeks we will host some skills training on a number of key things you'll need to run a great election! Check the website for more info.	8th - 19th Feb
MANIFESTO CHECKS	In order to help candidates write their manifestos, we are offering you to send in your manifesto for one of the SU staff team to review and give some light feedback. You can email your manifesto to elections@gre.ac.uk with any questions you have in this week.	15th – 19th Feb
MANIFESTO DEADLINE	All candidates must finish and submit their manifesto, any materials they want to have on the SU website, Q&A responses and Candidate Profile by this time. This allows us time to ensure you are featured in our webpages and online promotions during the elections.	22nd February, 12 Midday
CANDIDATE SPOTLIGHT WEEK	This week marks the start of the election process as we begin to highlight candidates running in the election. This week includes a number of promotional opportunities for candidates.	22nd - 26th Feb
ONLINE HUSTINGS #1	This will be an online Hustings for candidates to be asked questions from students about how they will address their issues and queries.	24th Feb 4pm
CANDIDATE Q&A PUBLISHED	Read more about each candidate and their views on crucial student issues in their own words!	24th Feb 6pm
CANDIDATE CATCH UPS	A great opportunity for candidates to e-meet in the morning, catch up over a brew and get an update on voting progress each morning before the start of the day.	1st - 4th Mar 10-11 am
"MEET THE CANDIDATES" PAGE LAUNCHED	All GSU Officer candidates will have the opportunity to put their campaign materials up on the website. This will be like an online fair for the candidates.	25th Feb
VOTING OPENS	All 20,000 students will be able to vote online and at our voting stalls.	Monday 1st March 10am
ONLINE HUSTINGS #2	This will be an online Hustings for candidates to be asked questions from students about how they will address their issues and queries.	1st Mar 6pm
VOTING CLOSES	Make sure you have cast your vote by this time as no votes can be cast after 3pm!	4th Mar 3pm
RESULTS NIGHT	Online announcement and presentation of the winners of the elections.	5th Mar 6pm
NUS NATIONAL CONFERENCE	NUS National Conference where our elected delegates will vote and debate on key national education issues and policy.	6th - 8th April
NEW GSU OFFICERS START	Newly elected GSU Officers start their roles.	14th June



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greenwichsu.co.uk/elections