



STAND UP FOR STUDENTS.

If you want to be:

**UNION CHAIR
STUDENT TRUSTEE
NUS DELEGATE**

**Then run for a voluntary role in
The Students' Union elections.**

goldsmithssu.org/elections

Nominations close midday on Friday 22nd February.



Thank you for your interest in running for an elected role at Goldsmiths Students' Union. This pack provides all the information you need to stand as a candidate.

A LITTLE ABOUT GOLDSMITHS STUDENTS' UNION

Thank you for your interest in running for an elected role at Goldsmiths Students' Union. This pack provides all the information you need to stand as a candidate.

Goldsmiths Students' Union is a charity representing over 10,000 students studying at Goldsmiths, University of London. We're here to provide support and advice to make university life easier, whilst representing students on the issues that matter.

Goldsmiths Students' Union is a democratic organisation, run for students by students. We represent the views of Goldsmiths students

through our team of elected officers, who are elected annually and are supported by a permanent staff team. In addition to being the voice of Goldsmiths students, we also run commercial services such as the SU Shop, the SU Cafe, the Nursery, which fund services for students such as clubs, societies and the advice service.

The Students' Union elections 2019 are your opportunity to lead the organisation and make life at Goldsmiths better.

STUDENT TRUSTEE

Student Trustee roles are voluntary and are undertaken alongside your studies. As well as training opportunities and one to one coaching, you can also add this role to your Higher Education Achievement Report on graduation.

Useful information

KEY CONTACTS:

Deputy Returning Officer:

Meg Evans (meg@goldsmithssu.org)

Campaigns and Democracy Co-Ordinator:

Thaniyah Miah (thaniyah@goldsmithssu.org)

KEY DATES:

Drop-in sessions:

Mon 4th Feb - Campaigns and Activities Officer

Fri 8th Feb - Education Officer

Tue 12th Feb - Union Chair, Student Trustees, NUS Delegates

Wed 13th Feb - Welfare and Liberation Officer

Thur 14th Feb - SU President

These Drop Ins will be role specific and there will be a member of staff who works closely with the role present to help answer any role specific questions, and a member of staff from the elections team present to help answer any elections specific questions.

Candidate briefing:

Friday 22nd February at 4pm, RHB 251

Candidate trainings:

(These sessions are the same and are being repeated through the week)

Monday 25th Feb, 12-1:30pm, MMB 111

Tuesday 26th Feb, 12-1:30pm, MMB 111

Wednesday 27th Feb, 12-1:30pm, MMB 109

Thursday 28th Feb, 12-1:30pm, MMB 111

STUDENT TRUSTEE ROLE DESCRIPTION

Purpose:

- To be a member of the trustee board for Goldsmiths Students' Union
- To ensure that Goldsmiths Students' Union is legally compliant and acts in the interests of its members.

Benefits:

- Experience gained as a student trustee can be included in your Higher Education Achievement Record and the Gold Award.
- Training and development, such as the opportunity to attend workshops and conferences relating to your trustee role.

The role of student trustee is a part-time, voluntary position and can be done by any current student of Goldsmiths. The role will commence on 17 June 2019 and the term of office will end on 19 June 2020.

Duties and responsibilities:

- To attend Trustee meetings (Four meetings a year)
- To ensure that Goldsmiths Students' Union acts in accordance with its articles of governance and bye-laws
- To monitor the performance of students' union against agreed performance indicators.
- To ensure that Goldsmiths Students' Union does not undertake activities which would put it at legal, financial or reputational risk.
- To help Goldsmiths Students' Union achieve its objectives and improve the lives of its members.
- To ensure that Goldsmiths Students' Union is legally compliant with relevant legislation such as the Education Act 1994 and the Charities Act 2011.
- To attend Trustee training provided by Goldsmiths SU.

Benefits and skills you will gain in the role:

- You will get to work with a range of people and gain experience of working as a team
- You will gain experience of building relationships with a range of stakeholders
- You will gain experience of decision making and understanding how a charitable organisation is run
- You will gain an understanding of legal and financial issues

Candidate checklist

To do: Before nominations close (22 February 2019 at 12pm)	Completed?
Complete nomination form at goldsmithssu.org/democracy/elections .	
Uploaded your photo with your nomination.	
If you are running for a Full-Time Officer position or Student Trustee position: Completed your Trustee Declaration form and returned it to thaniyah@goldsmithssu.org .	
Attend the Candidate Briefing on Friday 22nd February 2019 at 4pm.	
Collect candidate pack from the Students' Union.	
Read the election rules and confirmed your understanding.	
To do: During the training period (25th February - 1st March 2019)	Completed?
Attend effective campaigning training session.	
Upload 600 word manifesto to Students' Union website by Friday 1st March at 12pm .	
Submit your poster requests to the Students' Union by Friday 1st March at 12pm.	
Submitted your answers to the Candidate Questions to be published on the SU website.	
Prepared your campaign materials*.	
To do: During voting week (4th - 8th March 2019)	Completed?
Put up a banner*.	
Collect your free allocation of printing*.	
Talk to students*.	
Vote (You can vote for yourself!)*.	
Attend candidate question time on 5th March 2019*.	
Attend Coffee with Candidates event*.	
To do: Once voting closes (8th March 2019)	Completed?
Take down all banners and posters across campus and collect them in the recycling bins provided.	
Submitted your receipts to the Welcome Desk or through the candidate expenses form by 1pm on Friday 8th March 2019.	
Attend results night on 8th March 2019 in the SU Venue.	

(Items with a * next to them are not compulsory but will support you in running an effective campaign)