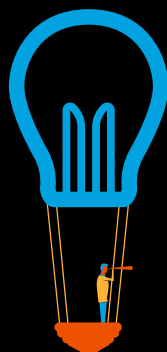


EDGE HILL
STUDENTS'
UNION

SU ELECTIONS 2021 CANDIDATE ELECTIONS GUIDE

EVERYTHING YOU NEED TO KNOW ABOUT THE EHSU ELECTIONS!





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STUDENTS' UNION 101

Students' Unions exist all around the country. They are there to support students with academic and recreational matters, to campaign on their behalf when things need changing, and to provide essential services like Advice Centres and Societies.

But the most important part... They are led by a team of student officers who are elected annually.

EDGE HILL STUDENTS' UNION

Your Students' Union is as vibrant, diverse, and ambitious as any around the country.

OUR VISION: At Edge Hill Students' Union, our VISION is to create the best student experience we can for as many Edge Hill Students as possible

OUR MISSION: Our MISSION is to ensure Edge Hill student voices are heard, valued, and acted upon

WHERE COULD YOU FIT IN?

Here's the exciting part: between 1 February and 26 February you can nominate yourself for one of our full-time student officer roles, and on Tuesday 16 March voting will open to elect our new team of student leaders.

And that's not the only exciting news. BRAND NEW for the upcoming academic year, our student officer roles will be changing to three brand new Student Engagement Officer positions.

- Faculty of Health, Social Care and Medicine Officer
- Faculty of Education Officer
- Faculty of Arts & Sciences Officer

So, if you think you'd be interested in a full-time, fully paid, exciting role at the heart of helping Edge Hill students, read on!



ELECTIONS OVERVIEW

If you want to become one of our Student Officers, then you're going to have to be elected by Edge Hill students.

All current students can vote for all positions in our elections, but if you want to run in the election you can only run for the position aligned with your faculty (e.g. I am a Faculty of Education student, therefore I can only run for Faculty of Education Officer).

If you've never seen one of our elections before, check out the below timeline of how it works, including all the key dates you need to keep in mind.

NOMINATIONS PERIOD

Monday 1 February – Friday 26 February

TOP TIP: Once your nomination has been submitted, you are not yet a full candidate. A member of staff will reach out with what happens next, so it's best to get your nomination in early.

ELECTION WORKSHOPS

Thursday 4 February & Thursday 11 February

Optional sessions with advice on manifesto writing, online campaigning, and a space to ask any questions you may have!

CANDIDATES PUBLISHED ON EHSU WEBSITE

Monday 1 March

A full list of candidates and their manifestos will be published on Monday 1 March.

CANDIDATE BRIEFINGS

Tuesday 2 March & Wednesday 3 March

*Attending a candidate briefing is **COMPULSORY** for all candidates. These are virtual events and easily accessible for all. Once you are confirmed as a candidate, you will be invited to attend a briefing, and if you can't make either date we will organise alternative arrangements.*

ONLINE CAMPAIGNING CAN BEGIN

Thursday 4 March

Let the campaigning begin! This year, we are running an online election. That means you will have to be savvy using social media and other online forms of marketing to get your name out there. But don't worry, we'll provide a full online campaigning guide to all candidates to help you along the way.

MEDIA DAYS

Thursday 4 March & Friday 5 March

We're hosting two media days at the start of March allowing you to introduce yourself and your ideas to Edge Hill students. We'll be recording 30 second clips with each candidate which will be edited together and put out to the Edge Hill student body as election day approaches!

ELECTION DAY

Tuesday 16 March

It's the big one. Voting opens at 7am and closes at 10pm. This is it. Your big chance to get some final votes in the bag before...

RESULTS DAY

Friday 19 March

And your new student officer team is... Results will be published online via the EHSU social media and website around noon on Friday 19 March. You've made it this far, so good luck!



AM I ELIGIBLE TO RUN?



As we mentioned before, every current Edge Hill student can vote in one of our elections, and every student has the right to run in one.

However, there are TWO important things to keep in mind if your planning on running in our elections:

FIRSTLY, you must be a student within the faculty of the position you are running for. For example, Faculty of Arts and Sciences students can't run for the Faculty of Education Officer position, and so on. If you're unsure as to what faculty you're in, simply search for your course on the Edge Hill University website and the information will be available on your course details page.

SECONDLY, have you considered whether you are a fit and proper candidate for the role? Being a student officer is a huge responsibility, and in your role you must represent all EHU students fairly and without prejudice. Our new nominations process will encourage self-reflection in this regard, but a good start would be to check out the Nolan Principles of Public Life to see if you have the attributes required of student officers and charity trustees.

COMPLETING A NOMINATION

The process of submitting a nomination couldn't be easier, so there's no need to be put off.

During the nomination window, simply visit our website (edgehillsu.org.uk/elections). Click the big "NOMINATE" button, and fill in the required information.

AS A HEADS UP, HERE'S WHAT YOU'LL NEED:

- Information about what position you are running for: This bit is pretty simple with our new positions and boils down to one question: what faculty are you from?
- An up-to-date and (preferably) high image quality photo: This photo will go live on our elections app when voting opens. If you're thinking about making an online page for campaigning, it might be a good idea to match the photos so people recognise you on the big day.
- A short, 200 word manifesto: Emphasis on **SHORT**. This is nothing to worry about. In fact, this bit is the most exciting part! Tell us who you are, how you're going to help students in your faculty, and why people should vote for you. It's that easy! And if you're not happy with your first attempt, we'll let you make edits right up until nominations closing on February 26th.

CHANGES FOR ELECTIONS 2021

As we've mentioned a few times now, there are a few big changes in this year's elections. The foundations of our elections, however, stay the same. All current students can vote, and all current students have the right to run for a position.

To help you get your head around exactly what has changed, we've broken down some of the headlines below.

NEW STUDENT ENGAGEMENT OFFICER POSITIONS

We have a brand new set of officer positions. For the upcoming academic year, we are looking for three full-time, fully paid positions.

These are:

- Faculty of Health, Social Care and Medicine Officer
- Faculty of Education Officer
- Faculty of Arts and Sciences Officer

REMEMBER: you can only run for the position aligned with your faculty. So Faculty of Education students can't run for the Faculty of Arts and Sciences position, and so on.

VOLUNTARY ROLES TO BE ELECTED IN AUTUMN

As you may have noticed, we've not focused on the Voluntary Officer roles so far. These roles are entirely voluntary, and are the first point of contact for key sections of the Edge Hill community.

It's not that we've forgotten these officers, but that these roles will now be decided upon and elected in our Autumn elections at the start of the 2021/22 academic year.

To be clear, we will only be electing our full-time officer roles in our March elections this year, plus one or two other roles unrelated to our officer team.



NEW NOMINATION PROCESS

Our nomination window this year runs for the whole of February (01 February – 26 February).

All you have to keep in mind during the nomination window is that you aren't a candidate until you have been fully confirmed as one by the EHSU team.

This is in place because, after you've submitted your nomination, there are still a small handful of things you need to complete before you're officially a candidate.

The takeaway? Get. Your. Nomination. In. Early! It will save you rushing at the end to ensure you've done everything you need to run in our elections!

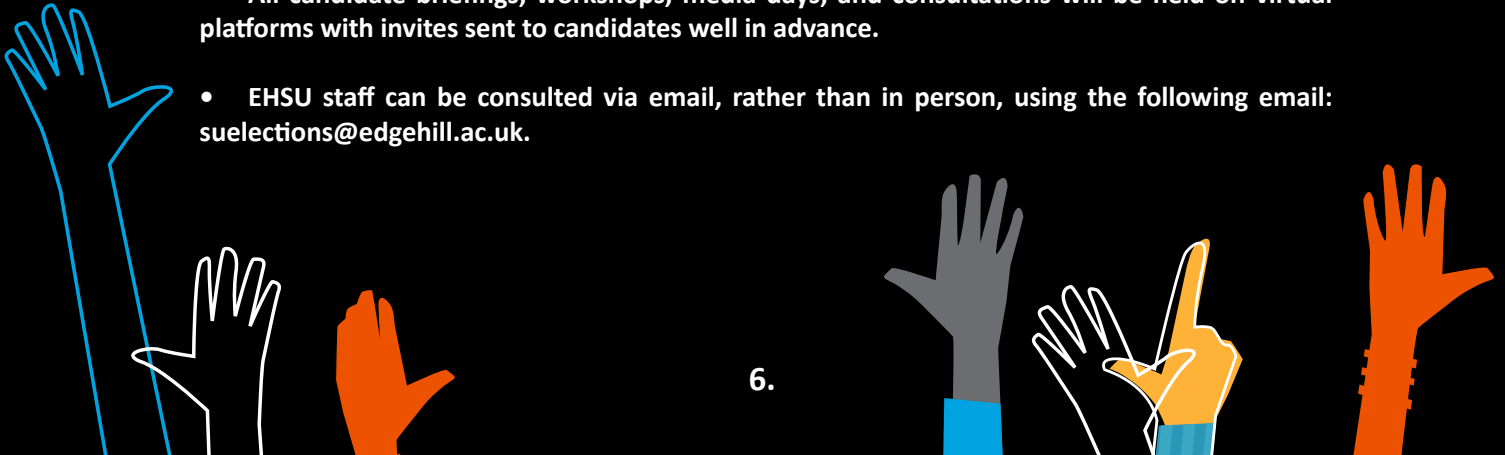
A FULLY ONLINE ELECTION

This should come as no surprise to anyone who hasn't been living under a rock for the past twelve months.

Due to COVID-19 and (at the time of writing) our current Government enforced lockdown, the 2021 Election will be fully online.

In short, this means:

- There will be no physical or in-person campaigning. This includes posters on campus. All campaigning must be done online.
- All candidate briefings, workshops, media days, and consultations will be held on virtual platforms with invites sent to candidates well in advance.
- EHSU staff can be consulted via email, rather than in person, using the following email: suelections@edgehill.ac.uk.



EVERYTHING YOU NEED TO KNOW ABOUT ELECTION DAY

Trialled successfully last year, we will again be running a one day election on Tuesday 16 March.

This means you can focus all of your efforts on getting students to vote for you on that one day, rather than spread over the course of four or five days.

It also opens our elections up to a much wider spread of students: because all campaigning is online and voting is only open for one day, there's much less to worry about in terms of committing yourself to being on campus all week.

Even with this fairer playing field, we realise many of you still have questions about our election day, so we've gathered some of the basics below:



WHEN DOES VOTING OPEN

Voting opens at 07:00am (yes, that early!) on Tuesday 16 March.

WHEN DOES VOTING CLOSE

Voting closes at 22:00pm on Tuesday 16 March.

WHO CAN VOTE (AND WHAT CAN THEY VOTE FOR)

All current Edge Hill students can vote in our elections, and all students will be sent a vote link when voting opens via their EHU emails.

IMPORTANT: Even though only students from each faculty can represent their faculties in the election (for example, Faculty of Education officers must have studied in the Faculty of Education), all students can vote for all positions. If you're a candidate, you must therefore convince both students from your own faculty and the other faculties that you are the right person for the job!

HOW DO I / OTHER STUDENTS VOTE

Easy! When voting opens, we'll be supplying all students with a fast track email. This email contains a link that will take them straight to our voting web-app, no sign in required.

All candidates will also be given a link to the vote app which can be shared once voting has opened.

There will, of course, also be advertising all over the Edge Hill Students' Union website and social media with links to the web app.

HOW DO I GET VOTES?

By getting your name out there during the online campaigning period! There really is no substitute for effective campaigning, and the more creative you are, the more likely you are to be recognised on the day.

And if you're new to elections, don't worry. All candidates will be supplied with a guide to online campaigning on March 1st, and if you attend one of our Media Days to introduce yourself you will have already made a great start!

CAN I CAMPAIGN IN PERSON WHILE ON CAMPUS FOR SEMINARS AND LECTURES?

Put simply, no. We understand that if someone approaches you and asks if you're running, obviously you're going to be polite and say yes. Rest assured, nobody is going to get penalised for that.

But when it comes to hanging around The Hub handing out hundreds of leaflets, or having your posters plastered across campus, this is not allowed.

If in doubt, ask before you do anything: suelections@edgehill.ac.uk.



FAQS

This is, obviously, not a comprehensive list. It does, however, cover some of the most common questions we get asked at the Students' Union.

Of course, if your question isn't in the below list, don't be shy! Give us an email at suelections@edgehill.ac.uk and we'd be happy to help!

ARE THERE ANY RULES IN THE ELECTIONS?

Yes! Our elections are all subject to the EHSU Election By-Laws, which you can find on our website.

HOW DO I BECOME A CANDIDATE?

The only way to become a candidate is to nominate yourself during the specified nomination window (01 Feb – 26 Feb).

All nominations are self-nominations. For example, your friend can't do it on your behalf.

CAN ANYONE RUN?

All current Edge Hill Students can run in the election. However, you can only run for the full-time position aligned with your faculty.

We are also placing more emphasis on fit and proper candidates. If you are wondering if you are a fit and proper candidate, you might want to check out the Nolan Principles of public life.

WHAT IF I DON'T WANT TO RUN, BUT I KNOW SOMEONE WHO MIGHT BE INTERESTED?

That's great! If you know someone who might be a perfect fit for a role, you can recommend them using the RECOMMEND A FRIEND section of our website.

DO I HAVE TO TAKE A YEAR OUT OF STUDY TO BECOME A STUDENT OFFICER?

Usually, yes this is the case – however, if you have any specific questions, feel free to email suelections@edgehill.ac.uk.

The idea of the full-time roles is that, for the year you are in office, they will equate to a full-time job. This is why you receive a full-time salary from the Students' Union, including benefits and perks like any other staff member.

CAN I RUN IF I AM IN FIRST OR SECOND YEAR?

Absolutely! On the whole, we tend to get more final year students run for our positions, as it means they can treat the roles like a graduate job, having finished their degrees by the time their term in office starts.

However, we've also had many students take a year out in the middle of their studies (or a sabbatical year) in order to take up a place.

HOW MANY YEARS CAN I REMAIN A STUDENT OFFICER?

Full-time officers must re-run for each year-long term in office. If you win an election, you have only been elected for one year (July-June).

The maximum number of terms for a full-time student officer is two. These years do not have to be run consecutively.

WHAT HAPPENS IF I CAN'T MAKE CANDIDATE BRIEFING OR ONE OF THE MEDIA DAYS?

As long as you let us know in advance, this is okay. While these sessions are incredibly important, if you have a valid reason not to attend we will organise alternative arrangements for you.

WILL YOU BE ELECTING ANY VOLUNTARY ROLES FOR 2021/22?

Yes, but not in our March Election.

We will be electing all voluntary roles for 2021/22 in our Autumn Elections at the start of the 2021/22 term.

CAN I PULL OUT OF THE ELECTIONS ONCE I HAVE NOMINATED MYSELF?

Yes (but we hope you stay!).

WHAT DO I DO IF I SUSPECT SOMEONE IS CHEATING IN THE SU ELECTIONS?

All information about making a complaint can be found on the Edge Hill SU elections webpages (edgehill-su.org.uk/elections).