



# Candidate Briefing 2024



London Met Students' Union

# What we will cover today:

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1. Welcome and thanks
2. Icebreaker
3. Elections timeline
4. Communication with the Elections Team
5. Election Advice and support
6. Information for Candidates webpage
7. Minimum expectations (of candidates)
8. Mandatory and optional training and events
9. Break
10. The Candidate Pack: Candidate Requirements
11. The Candidate Pack: Candidate Support
12. The Candidate Pack: Campaigning and voting
13. The Candidate Pack: After the election
14. Questions



# Welcome and thank you for becoming a candidate

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- Election time is the most important time of the year for a Students' Union!
- Students step up to contest various positions within the Students' Union. Some of these are full-time, paid and require you not to study at the same time. Others (part-time positions) you do alongside your studies and are not paid.
- Standing for election should be a rewarding and enriching experience, regardless of whether or not you win. You will meet new people, gain new skills and improve your confidence as well as hopefully having lots of fun! By standing for election, you are making a significant contribution to LMSU, but it is also a big responsibility to take on.
- The purpose of this session is to go over the election process and timetable, introduce the candidate training and support we offer, talk about some do's and don't's and answer any questions you may have.



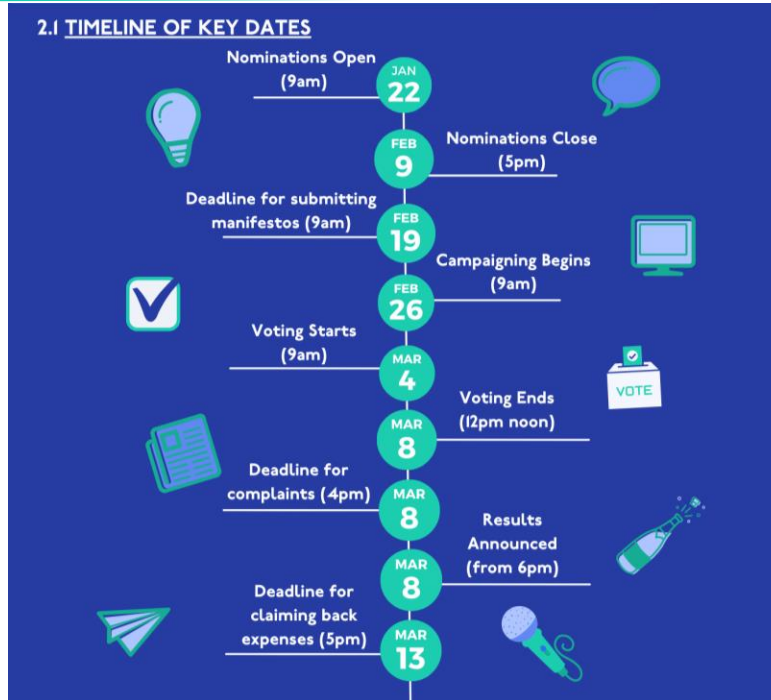
# Icebreaker

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- Tell us something about yourself which we may not know already?
- It would be a place you have visited, a skills, a dish you like to cook, a hobby, a sport or musical instrument you play, an event you have attended...it is up to you!



# Election timeline



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# Communication with Elections Team

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It is recognised that running in the election to become a student leader is another commitment in your already busy lives. The election process and timetable is designed with this in mind. Please remember your studies and course must always take priority so don't miss any classes!

## Email

The Elections Team will liaise with you primarily via [suelections@londonmet.ac.uk](mailto:suelections@londonmet.ac.uk)

## Calendar

We use Outlook calendar a lot in the Students' Union as it is a great tool to stay organised. You will be invited via your student email account's Outlook calendar to various election-related events such as training, workshops etc. Please say 'yes' to confirm your attendance to events and 'no' if you can't make it.



# Election advice and support

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## Elections Team

Eddie Rowley, Student Voice Manager / Deputy Returning Officer, Jacqueline Molineaux, Director of Membership / Deputy CEO and Zander Lavall (Returning Officer) make up the Elections Team. Please contact them via [suelections@londonmet.ac.uk](mailto:suelections@londonmet.ac.uk)

## Elections page on LMSU website

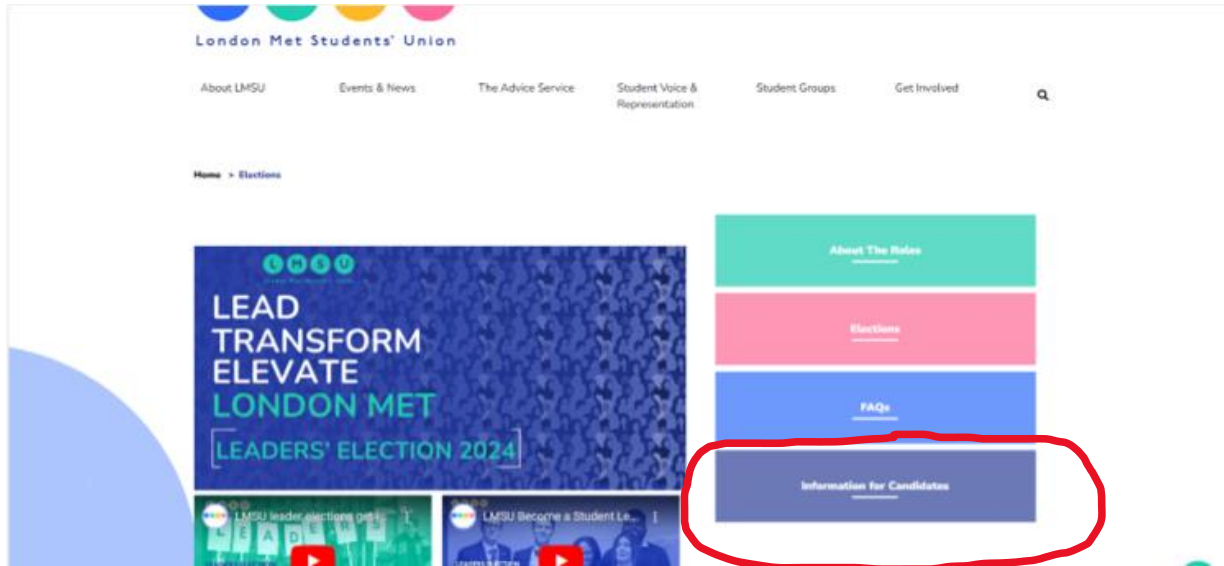
Everything you need to know about the Students' Union Leadership Election is on the [Elections page](#) of the Students' Union website and its 'child' pages: :

- [About the roles](#) - Videos and role description detailing what the roles entail
- [Information for Candidates](#) - Contains the Candidate Pack which is full of information for candidates. Plus other important information such as election rules and regulations
- [Frequently Asked Questions \(FAQs\)](#)



# Information for Candidates webpage

The [Information for Candidates](#) page on our website contains lots of useful links to key documents, forms and training as well as details of all the election events with room numbers or remote links (some sessions will be on-campus and some remote)



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# Minimum expectations (of candidates)

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All candidates must meet the following minimum expectations:

1. Attend a Candidate Briefing; AND
2. Submit a manifesto (including a photo); AND
3. Attend a Campaigning and Social Media workshop

**Please note: Failure to meet the above 3 minimum expectations will result in your application being withdrawn and you no longer running in the election**

## **Current full-time and part-time officers:**

Any current full-time or part-time officers who are running for re-election are also required to attend an extra formal briefing to explain some additional rules and regulations that apply to ensure fairness for all candidates. All re-running officers must attend this briefing, failure to do so could result in your application being withdrawn



# Mandatory training and events

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## **Candidate Briefings: All candidates must attend ONE (of four)**

- 12-1.30pm Wed 7th Feb 2024
- 1-2.30pm Tue 20th Feb 2024
- 5-6.30pm Wed 21st Feb 2024
- 5-6.30pm Mon 26th Feb 2024

## **Campaigning and Social Media workshops: All candidates must attend ONE (of three)**

- 1-2.30pm Thurs 8th Feb 2024
- 5-6.30pm Weds 14th Feb 2024
- 1-2.30pm Fri 23rd Feb 2024

## **Briefing for re-running officers: All current full-time and part-time officers who are re-running must attend**

- 12-1pm Thurs 15th Feb 2024

## **Candidate Question Time: All candidates must attend**

- 5.30-7.30pm Tues 27th Feb (candidates to arrive by 5pm)

## **Results Night: All candidates must attend**

- 5.30pm Fri 8th Mar 2024 (results announced at 6pm)



# Optional training and events

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**Manifesto Writing workshop: All candidates are invited to attend ONE (of three)**

- 3-4 Fri 9th Feb 2024
- 5-6pm Tues 13th Feb 2024
- 1-2pm Weds 14th Feb 2024

**Banner making/election materials workshop: All candidates are invited to attend ONE (of two)**

- 1-2pm Weds 21st Feb 2024
- 12-1pm Thurs 22nd Feb 2024



# The Candidate Pack

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The **Candidate Pack** is located on the [elections website](#) in the child-page called '[Information for Candidates](#).' It is your responsibility as candidates to make sure you have read and understand it. If you're not sure about anything, please ask.

We will go over some key aspects of it now..

- Candidate Requirements
- Candidate Support
- Campaigning and voting
- After the election



# Questions?

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