

# **Elections Committee**

This opportunity profile is designed to give you an idea of what your role on the Elections Committee would involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: Elections Committee

#### **Duties and Responsibilities:**

- Advise and lead the elections area of the Students' Union
- Run events and activities to increase candidate and voter turn-out and engagement
- Make decisions on the structure and process of elections
- Liaise with student groups about elections
- Support in the delivery of Questions to Candidates
- Support in creating marketing materials
- Attendance at training and meetings

Department: The SU.

#### **Time Commitment:**

2 hours a week, increasing to 2 hours a day during SU Officer Elections

#### Venue:

No single venue.

#### Supported by:

Student Voice Coordinator, Deputy Returning Officer, Returning Officer, SU Officers

#### Benefits:

Training provided and enhances your CV. You will experience working with a diverse group of colleagues towards common goals and the opportunity to lead one of the most important areas of the SU.

#### **Training and support:**

Elections training will be provided by the SU. There is a high level of staff support additionally available to the elections committee.

<b>Skills Gained:</b> Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)										
Written Communication	>	Teamwork	>	Financial Management						
Verbal Communication	<	Time Management	>	I.T.						
Delegation		People Management	>	Organisation/ Planning	>					
Decision Making	<b>&gt;</b>	Negotiation	>	Marketing	<					

## Others (as specified below):

Meeting skills, paper management, structural knowledge, chairing, events organising

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### Website:

www.thesubath.com/elections