

Information for Candidates

RUNNING FOR ELECTIONS

- Step 1** Think about what role you want to stand for and what you could bring to that role. Start to think of ideas for your campaign.
- Step 2** Speak to existing Officers or SU staff to ask any questions you have and get clarity on what being an Officer requires.
- Step 3** Fill out a nomination form and submit it by 12 noon on Thursday 20th of February 2025. Nomination forms are available [here](#) from 3rd of February. A member of the SU team will then get in touch with you to answer any queries you may have.
- Step 4** Get a Campaign team together. As you are planning and going through your election campaign you will need people around you that you trust to look after you and your campaign.
- Step 5** Attend the briefing session on Thursday 20th of February 2025 to make sure you're clear about election rules and campaigning. If you can't attend you can send someone in your place.
- Step 6** Submit all required material to union@qmu.ac.uk by 10pm on Monday 24th of February 2025. A full list and details of what you need to submit can be found in the [Technical Guidelines](#) in the appendix.
- Step 7** Once approved, the SU will load your candidate's message on to the QMUSU website and put up your posters in the designated area.
- Step 8** Start campaigning! Encourage as many people as possible to vote in the elections once polls open on Friday 28th of February 2025 at 10am. All voting will be held online through the SU website at qmusu.org.uk.
- Step 9** Attend Candidate Question Time on Monday 3rd of March 2025 at 2pm. This is your opportunity to introduce yourself to the student population and answer any questions they may have.



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WHAT YOU NEED TO PREPARE

Campaign Points

This is what you'll be telling students what you'd do if you were elected. Keep it realistic! There's no point promising to do something that you can't deliver on.

Posters & Flyers

Have your key messages on there and make them attractive. Remember your name and what position you're standing for!

Candidate's Statement

This is a 200 word message that will go out to all students on-line and in the Candidate Guide in the run up to the elections. It's your chance to talk directly to those who will vote for you.

Think carefully about your key message – is it attractive to students at QMU, will it improve the SU and the student experience, is it actually achievable?

Please refer to the Technical Guidelines in the appendix for more information.

Decide who you would like to back you

For Part-time Officers you only require two SU members to second your proposal. All current QMU students are automatically members of the Students' Union. Discuss your nomination with them and get their QMU emails, so we can get in touch with them to verify your nomination. (Tell them to check their QMU emails as your nomination cannot proceed without their email response!).

