GCRC Committee Elections  
Autumn Term 2016  
Candidate Information Pack

Are you interested in developing yourself and others and making a difference to your College Community?

Then, read on!!
ABOUT WENTWORTH GCRC:

Wentworth Graduate Common Room Committee (GCRC) exists to:

1. give the student body a voice through representation at College Council
2. promote student engagement in an active college community
3. encourage a sense of college identity and foster a feeling of belonging to an inclusive community

What positions are we looking to elect?

We plan to elect 7 Executive Officers to form the Executive Committee:

- President (Executive Committee)
- Vice-President & Chair of Student Engagement (Executive Committee)
- Treasurer (Executive Committee)
- Secretary & Communications Officer (Executive Committee)
- Chair of Events (Executive Committee)
- Chair of Activities (Executive Committee)
- Chair of Student Support and Well-being (Executive Committee)

In addition to the Executive Committee, we will be forming some sub-committees and there are a number of additional positions available to fill the sub-committees:

- Events Officer(s)
- Merchandise Officer
- Volunteering Officer
- Raising & Giving Officer
- Sports Officer
- Environment Officer
- Student support and well-being Officer(s)
Wentworth GCRC Committee Structure

President

Vice-President & Chair of Student Engagement

Chair of Events

Chair of Activities

Secretary & Communications Officer

Treasurer

Executive Committee

Chair of Student Support & Well-being

Student Support and Well-being sub-committee
- Chair of Student Support & Well-being (C)
- Student Support and Well-being Officer(s)

Communications & Marketing sub-committee
- Secretary & Communications Officer (C)
- Merchandise Officer
- Photographer *
- Videographer *
- Graphic designer *
- Social media officer *
- Digital marketing officer *

Events sub-committee
- Chair of Events (C)
- VP/Chair of Student Engagement
- Events Officer(s)

Activities sub-committee
- Chair of Activities (C)
- VP/Chair of Student Engagement
- Volunteering Officer
- RAG Officer
- Sports Officer
- Environment Officer

Executive Committee

* Once the committee is in place, we also hope to appoint some additional positions, as deemed appropriate – to be appointed rather than elected as they require some technical expertise. If you would like to be considered for any of these roles, register your interest by mailing wentworth@york.ac.uk
STANDING FOR ELECTION

Who is eligible to stand for Election?

You are! We want our committee to reflect how diverse the Wentworth community is and hope to bring together students from all walks of life with a range of experience to bring to the committee.

You can be a full-time or part-time student - although if you are part-time, do have a serious think about how much time you feel you can commit. If you want to be involved more in the College don't feel the Committee is right opportunity for you, contact us on wentworth@york.ac.uk and we'll discuss other options.

You don't have to have had experience in student committees before - you just need to be enthusiastic about representing your fellow college members and turning your ideas into action!

What sort of people are we looking for?
The short answer is - YOU! No matter what your experience and current skillset, there will be a place for you on the committee.

- Do you want to develop your leadership skills?
- Are you hard working, driven and do you enjoy being challenged?
- Are you enthusiastic and motivated by doing a good job?
- Could you inspire and motivate a team of people?
- Are you a natural leader or a great team-worker?
- Are you a visionary, strategic, big picture, ideas person? Or are you a more task driven, details person? It doesn’t matter - we need a range of people with a range of skills!

If you said YES to any of the above - then WE Need YOU!

You don’t have to be the full package just yet - in fact, in many ways, the College is fulfilling its aims and objectives if you are NOT yet the full package!

WHAT’S IN IT FOR YOU?

Be a Leader!

Through being on the Executive Committee you will have the chance to develop your own leadership skills and lead a small team, develop your strategic thinking and build confidence. Through being a member of one of the sub-committees, you’ll get the opportunity to enhance your team working skills and

You will also be the voice of and represent approximately 1600-1800 Wentworth students!

Implement Change!

This is the first year we will have elected an Executive Committee so you will be a Founding Member of our re-booted Committee. You will have the opportunity to further define/re-design the committee structure and agree Terms of Reference for the Committee. Not only will you be
able to make a massive difference to students in 2016/17, you will have the opportunity to have a major input into how the student body is represented and how the Committee is run for many years to come!

*Inspire others!*

A big role for the Committee is to promote student engagement and encourage a sense of college identity so we need you to inspire and motivate our college members to **get involved!**

**How WE will invest in YOU:**

*Advice, guidance and training:*
The College wants you to get as much as you can out of being a Committee member and will provide you with lots of support and guidance. You can access support from us in a variety of ways, including training sessions and briefings as well as informal meetings and 1:1 support as appropriate.

*YUSU Committee Training*
Along with the new committees in the other 8 Colleges, you will have the opportunity to take part in the YUSU committee training.

*Development planning support:*
We plan to set up an opportunity for each member of the committee to work with us on a personal development plan. We will help you identify where your skills and strengths lie and which transferable skills you might want to develop. We will help you recognise how you can develop those skills through your role in the Committee, empower you to create opportunities where you can develop those skills and also support you through the process of reflecting on what you have learnt.

*A few additional perks...*
To recognise the hard work of our Committee, we’d also like to offer a few additional perks, to include: **Free entry to any paid Wentworth events; Free associate membership to Wentworth SCR (our staff common room) and access to more events; a free College Hoodie and a goodwill gesture of a refund of your College Fee.**

(Additional perks are of course very nice, but the biggest rewards should be the sense of satisfaction you will get from doing a good job, making a difference and the demonstrable skills you will develop!)
WHAT WILL BEING ON THE COMMITTEE INVOLVE?

Your time commitment:
Being on the Committee is voluntary and it is really down to you how much time you are prepared to commit. The College doesn’t want to suggest how much or little time you might spend on Committee work. We neither want to restrict you nor set unrealistic expectations for you! However, bear in mind that you will get out what you put in!

As a Committee, we would expect you to work out as a group a level of commitment that you are all comfortable with. However, there is a bare minimum, which is that at least 2 people from the Executive Committee (President and VP and/or their nominated representatives) will sit on College Council (3 meetings a year).

In addition, we would also expect that you will call regular meetings as appropriate - you will manage your own committee and therefore define what is appropriate - and this may also be flexible and you may find you need to meet more often at certain times of the year.

The College will also invite the Executive Committee to regular short meetings to ensure we are offering enough support to enable the Committee to achieve its objectives.

We don’t expect you to put loads of work in just for other people to benefit without you getting any reward! We want you to put effort into something that you believe in and which will benefit the wider community but which will also be very rewarding for you and enable you to develop your skills.

So, if you are instrumental in running a brilliant project in college that loads of students get a lot out of, that is fantastic - if at the end of the project you have gone on a learning journey and can reflect on what you have learnt along the way, then that is even better.

WHAT DO WE EXPECT FROM THE COMMITTEE?

Key aims for the committee:

1. promote student engagement in an active college community

2. encourage a sense of college identity and foster a feeling of belonging to an inclusive community

How you choose to address these key aims and where you set your priorities for the year ahead are entirely up to you.
HOW ARE THE ELECTIONS RUN?

Elections will run online in collaboration with YUSU using their online voting platform. The elections will be run using Single Transferable Vote (STV).

When will elections run?
- Autumn Term: Weeks 5 to 7

Key dates

Nominations OPEN: Monday 24 October, 09:00
Nominations CLOSE: Friday 4 November, 17:00

Candidates announced: Monday 7 November
Campaigning period: Monday 7 November to Friday 11 November

Voting OPENS: Monday 7 November, 09:00
Voting CLOSES: Fri 11 November, 16:00

Results Announced at event in College (tbc) Friday 11 November

HOW TO NOMINATE YOURSELF:

If you want to nominate yourself for one of the positions, you will need to log into the YUSU Elections website:

yusu.org/nominate

You can submit your nomination from **24 October at 09:00** until **Friday 4 November at 17:00** when nominations close.

Submit your manifesto:
When you submit your nomination, you'll need to submit a short 'manifesto'. You can write whatever you like, no more than 250-300 words, to promote yourself as the best candidate for the role. However, if you've drawn a blank on what to write, you might want to answer these questions:

1. What appeals to you about this particular role?
2. Why do you think people should vote for you?
3. What qualities do you feel that you would bring to the role and the Committee?

You will need to submit your manifesto when you submit your nomination, so have a think about what you'd like to write before you log into the nominations page.
So - you've nominated yourself - what happens next?

HOW DOES CAMPAIGNING WORK?

Between Monday 7 November 09:00 and when voting will close on Friday 11 November at 16:00 you will have the opportunity to campaign in order to encourage members of Wentworth to vote for you.

WE (the College) - will promote all candidates equally by:

- Ensuring college members can view your manifesto on the election pages of the College website as well as the YUSU voting platform;
- Producing a ‘Meet the Candidates’ poster with details of all candidates* for all positions;
- Circulating details of all candidates to all college members via the college newsletter;
- Publicising the campaigning and voting period through the college newsletter and social media;
- Offering all candidates an opportunity to attend College Hustings – an informal opportunity to talk to college members and drum up interest in your campaign (date/time tbc);
- Providing a limited budget per candidate for printing of flyers and posters. These must be designed by the candidate but approved for printing by the College.

* Once nominations have closed and we have received details of your nomination, we will contact you to arrange a time and a place to take an official publicity photo of you for your campaign.

In addition, YOU will have the opportunity to promote yourself using the following methods if you choose to:

- Static campaigning (e.g. use of posters);
- Interactive campaigning (e.g. speaking to students in person, handing out flyers etc.);
- Online campaigning – using social media

We know that you are busy postgraduates and don’t expect you to spend lots of time campaigning in addition to what the College will do to promote all candidates equally. However – if you want to get out there and meet Wentworth students and encourage them to vote for you, you are very welcome to do so!

There are however a few rules attached:

Use of Posters:

1. You may put up posters in the following locations:
   a. Noticeboard in the Graduate Common Room (W/024)
   b. Noticeboard outside the Staff & Graduate Common Room (W/135)
2. You may **not** put posters up anywhere else within the without permission *
3. You may **not** remove or deface other candidate posters
4. You must not use any materials that are offensive or will be difficult to remove –
specifically no tape on glass or painted walls. You must not attach any materials to areas
that are difficult to access (e.g. high up) or will cause damage when removed (e.g. blue
tack on painted walls);
5. Your materials must not obscure any signs or promotional material;
6. Your materials cannot present risk to health and safety of college members, staff and
visitors;
7. You should conduct campaign in such way that it would not contribute to undue littering.

* We ask candidates not to put unauthorised posters up in parts of the College that belong to
Sociology. However, if you happen to be a Sociology PG and the department gives you
permission to do so, posters encouraging your peers to vote for you would be allowed.

**Interactive campaigning:**

1. You can only campaign in the following public areas of Wentworth College nucleus
building and outside areas:
   a. you may campaign in W/024 Common Room
   b. you may campaign in W/135 Common Room
   c. you may campaign in public areas in the college nucleus such as Reception and
      circulation areas such as the corridors;
   d. you may campaign in public areas outside the college, for example the BBQ area
      in front of D block accommodation.
2. You may approach our members in public areas of the college (defined above) to talk to
   and/or give flyers between 10:00 and 22:00 during the campaigning period.
3. You must respect the right of students not to talk to you and to walk away. If they do not
   wish to talk to you, you should **not** follow them or do anything that can be seen as
   harassment.
4. You may **not** campaign in the following areas with the college nucleus building:
   a. The Edge café;
   b. Sociology department;
   c. The general IT room W/036
5. You are discouraged from campaigning in the Accommodation blocks (please see below
   the section on campaigning in college accommodation);
6. You may **not** make any unreasonably loud noise (e.g. use amplified sound);
7. You must comply with any instructions issued by college staff, porters, security or college
tutors.

**Use of Flyers:**

1. You may use promotional flyers to give out personally to students you are talking to;
2. You may **not** leave flyers on tables in any of the public areas in the College, including the
   Edge café, College Reception, the Common rooms or the IT room or any parts of the
   college belonging to Sociology – if you do so, they will be removed;
3. You may **not** leave flyers on any parked cars.

**Campaigning within accommodation:**
We discourage campaigning in the accommodation blocks. However – we recognise that some
candidates may live in accommodation or be friends with people who live in accommodation. It
may be hard to draw the line where an informal chat about the elections becomes campaigning. We don't want to have too many rules and want to be reasonable.

Below are the generic College campaigning rules which candidates running for election in the other 8 colleges have to adhere to. We feel that these are useful rules to be guided by to ensure that all candidates are conducting themselves appropriately during their campaign:

- You may only enter accommodation at the express invitation of a resident and campaign as their guest accompanied by the resident;
- Under no circumstances may you tailgate a resident to enter a block, flat or house;
- You can campaign within accommodation between 12noon and 21:00;
- Before asking to enter any accommodation you must identify yourself and explain what you would like to do;
- You must not misrepresent yourself or imply in any way that you have the right to enter the property;
- You must leave the property immediately if asked to do so by any resident;
- If you are invited to enter the property by a resident you can only campaign in the kitchen;
- You are not allowed to knock on individual bedroom doors, enter bedrooms or campaign in corridors - you can give out flyers at the doorstep or in the kitchen;
- You are not allowed to pin flyers /posters to kitchen / corridor noticeboards, fix them to the walls / furniture or put them under the bedroom doors;
- You must remember that you are campaigning in students’ homes and respect their privacy and wishes.

**Online Campaigning:**

You may choose to promote yourself to the electorate using social media.

Any candidate wishing to set up a specific social media presence for their campaign (for example a Facebook group or Twitter feed) is very welcome to do so. If candidates send the College a link to their social media profile we will include this in the ‘Meet the Candidates’ publicity material.

Official Wentworth Facebook groups and pages need to be neutral so please refrain from posting on those. The college will post general election publicity promoting all candidates equally.

We hope that the rules are not too restrictive! The rules are just here in order to ensure that candidates are conducting themselves appropriately at all times and that the privacy of the college members is being respected.

Please note that failure to comply is likely to result in a candidate being reported to the returning officer and the being banned from the college grounds and removal of the candidate’s publicity.
VOTING PERIOD:

The voting period will start at 09:00 on Monday 7 November and will end at 16:00 on Friday 11 November.

We will be using the single transferable vote (STV) system. For more details: http://www.electoral-reform.org.uk/single-transferable-vote/

ELECTION RESULTS:

Election results will be announced on Friday 11 November – details tbc.

POST ELECTION:

After the election, the College will contact all candidates with details of next steps.

We will contact all elected candidates and arrange to meet with them as soon as we can. We very much look forward to working with our new Committee!

Any questions:
Please get in touch with the College on wentworth@york.ac.uk