# **CitySA Election Information Pack**

**Feb/Mar 2025**

### **Elections Overview:**

The Students’ Association (CitySA) is here for all students at the College, and each year we hold elections for student representative positions (Officers) who will represent student views.

Elected officers will be given opportunities and resources to undertake exciting projects to improve the College experience for thousands of students. Student Officers work on improving the learning experience, providing engaging opportunities, and promoting wider societal change – to name a few!

This pack provides a summary of the four paid roles available, what benefits the elections bring, and how to nominate yourself as a candidate.

For a full breakdown of election dates, rules, and eligibility criteria, you can visit our website at: citysa.co.uk/representation/elections.

### **Why are elections important?**

CitySA acts as the recognised representative channel between students and the College.

To represent the diverse student body effectively, we need to elect student officers to speak on their behalf.

The only way to ensure this is truly representative is for students to vote on what matters to them and select the right people to get the job done.

### **Working in the SA:**

Working in the SA is an amazing job opportunity where students can gain a variety of different skill sets valuable to future workplaces.

This is a great opportunity to try new things and build confidence in a safe and supportive work environment. Working in the SA offers diversity, and no day is the same!

Being an elected representative also holds a lot of responsibility and requires a strong work ethic. Our officers share responsibilities and are expected to work positively with each other, our members, staff, and stakeholders to achieve their own manifesto aims and the aims of the SA.

Below are the overviews of the 4 paid positions available to join the SA team!

### **Student President:**

**35 hours a week** – £28,784

* **Lead and Inspire**: Offer guidance to Vice Presidents, Student Parliament members, Class Representatives, and the wider student community.
* **Amplify Student Voices**: Represent students at important meetings and work with the National Union of Students to influence policies and campaigns.
* **Gather Feedback**: Ensure all student opinions are heard and used to enhance the college experience.
* **Promote Engagement**: Support the organisation of activities, events, clubs, and societies to enrich student life.
* **Effective Communication**: Keep students updated and involved through engaging communication methods and promotional activities.

### **VP Learning and Teaching:**

**14 hours a week** – £14.58 per hour

* **Amplify Student Voices**: Represent students at key college meetings, working groups, and National Union of Students (NUS) initiatives.
* **Empower Representation**: Ensure effective systems are in place for student representation, including Class Reps and Faculty Ambassadors.
* **Gather and Communicate Feedback**: Ensure all student opinions are heard and used to enhance the college experience. Effectively communicate this feedback with college partners to action change and provide updates to the student body.
* **Drive Engagement**: Support Students’ Association events, activities, and campaigns that enrich student life and reflect student needs.

### **VP Social and Activities:**

**14 hours a week** – £14.58 per hour

* **Champion Student Voices**: Represent student views at college meetings, workstreams, and through National Union of Students (NUS) initiatives.
* **Enhance Representation**: Support effective structures for student representation, ensuring every voice is heard.
* **Foster Community**: Help deliver a vibrant array of clubs, societies, and activities that are accessible and inclusive.
* **Boost Communication**: Use social media and internal platforms to promote Students’ Association activities and keep students informed.

### **VP Diversity and Wellbeing:**

**14 hours a week** – £14.58 per hour

* **Champion Student Voices**: Represent student views at college meetings, workstreams, and National Union of Students (NUS) initiatives.
* **Strengthening Representation**: Support effective systems for student engagement, ensuring all students have a platform to share their opinions.
* **Enhancing Wellbeing & Inclusion**: Work with fellow students and college partners to develop liberation initiatives, events, and activities that support student wellbeing.
* **Boosting Student Life**: Help organise events and campaigns that are accessible, diverse, and student-led.

### **Who can run for the roles?**

Only current students at City of Glasgow College (excluding evening/weekend leisure courses) can stand for election.

VP candidates must be returning to the College for full-time study in the Academic Year 2025/26. Our VP roles are part-time and flexible to fit around your coursework.

You don’t need any specific work experience to run, however, you do need to demonstrate why students should vote for you. Work experience might be one reason, but passion to help others and ideas for change are also important.

The Student President role is full-time, so it is open to students who are either finishing their current studies or who are willing to discuss deferral options with their course lead.

For more, visit our FAQ page.

### **Stage 1: Nominations**

If you plan to run in our election, please make a note of some key dates during our election period. Candidates will receive more information about these events via email.

* **Wednesday 19th February**: Nominations Open!
* Information and IT support sessions – check out our events page for details.
* **Wednesday 5th March**: Nominations Close at 12 noon!
Visit our Events Page for details.

### **Stage 2: Candidate Support**

Candidates must attend a Candidate Briefing session to be eligible to run.

Candidates will also be invited to a number of different events to help prepare them for the election process. These events include:

* Campaign training (how to get students to vote for you!)
* Wellbeing check-ins
* Filming – videos to be promoted on official CitySA channels

All students who nominate themselves will receive details via email of these sessions.

### **Stage 3: Voting**

* **Monday 17th March 9am**: Polls Open!
* **17th-20th March**: Polling Stations & Campaigning
* **Thursday 20th March 4pm**: Polls Close!
* **20th March 5pm**: Complaints Deadline
* **21st March 2pm**: Announcement Event

### **What happens if I get elected?**

Once elected, successful candidates will complete a Human Resources Onboarding Process. They will then complete a 2-week full-time induction at the start of July 2025 to prepare them for starting their role.

All candidates should try and keep these times free. The new officers’ term will start with their usual hours later in July.

### **Staff Benefits:**

Successful candidates will become paid staff members and will be eligible for a variety of staff benefits, including:

* Generous pension scheme
* Access to cycling facilities and benefits
* Staff wellbeing support through PAM Assist
* Staff Discount Scheme
* Tailored training provision for professional skills development

### **Contacts:**

You can find lots of useful information and guidance documents on our elections webpages.

If there’s something we’ve missed and you’d like to talk to a member of staff, please come by the Students’ Association or contact our SA Coordinator at **lucy.treasure@cityofglasgowcollege.ac.uk**