By-Election 2019
Key Information for Candidates

Training Resources and Guidance
All resources to support your candidature will be available online here: https://www.oustudents.com/candidate-zone

Nature of roles
All roles available during this election process are volunteer roles, paid expenses only.

Term of office
The elected term for all roles begin on the 15th March 2019 and all successful Central Executive candidates will be required to attend a Central Executive Committee Meeting over the weekend of the 26th, 27th and 28th April 2019.

Elected Student Trustees will be expected to attend their first meeting on Friday the 10th May 2019.

The terms will end on 31st July 2020.

Candidates should have every intention of fulfilling their elected term.

Time commitment
All elected representative roles carry a time commitment necessary to complete the duties of the post. This varies across the elected roles, based upon their seniority in the Association’s democratic structure and the duties expected of each individual role. This is shown in their full role description which also includes details of the membership of any committees or panels.

Besides the key duties, the full extent of the role could be as large or as small as the role-holder is able to commit to, although the main duties and responsibilities will need to be met. There will be opportunities to join working groups within the Students Association, join projects, attend workshops or other events with the University and represent the Students Association at University events or external events.
**Induction and support**
All roles are supported by the Students Association’s talented and friendly staff team, based at the University’s main campus in Milton Keynes, UK or online via Adobe Connect. The first induction event will take place online on the 15th March 2019.

**Location**
The University’s main campus is at Walton Hall, Milton Keynes, UK. This is where the Association offices are but all roles are home-based.

Meetings of the Central Executive Committee have traditionally been held in Milton Keynes, close to the main campus. The Central Executive Committee holds weekend meetings. The Board of Trustees meet on campus generally during the working week.

A lot of work is handled online, in the Association’s own business suite of forums on the University’s Virtual Learning Environment and using other means such as Skype or telephone conference calls.

It is not a requirement for all role holders to spend a lot of time at the University’s main campus, although occasional visits are likely. Some role holders spend more time at the main campus than others. Please take a look at the role descriptions for full details.

**Frequency of meetings**
The Central Executive Committee and Board of Trustees holds 4 face-to-face meetings a year, however additional meetings and may be scheduled.

**Key dates to note**
Please refer to the elections rules for the timeline of the process and also to the role descriptions for key diary dates relevant to the role (where known).

**Publicity**
These are elected representative roles. Therefore there is an expectation to be publically visible and this includes regular use of elected representatives photographs, comments and videos unless in exceptional circumstances.

**Commitment to equal opportunities**
The Association is fully committed to equal opportunities for all OU students and we will endeavour to support all students with undertaking their duties.

Please also review the By-Election Rules 2019.

**OU Students Association**
January 2019