

# Appendix C: Election Candidate Guidance

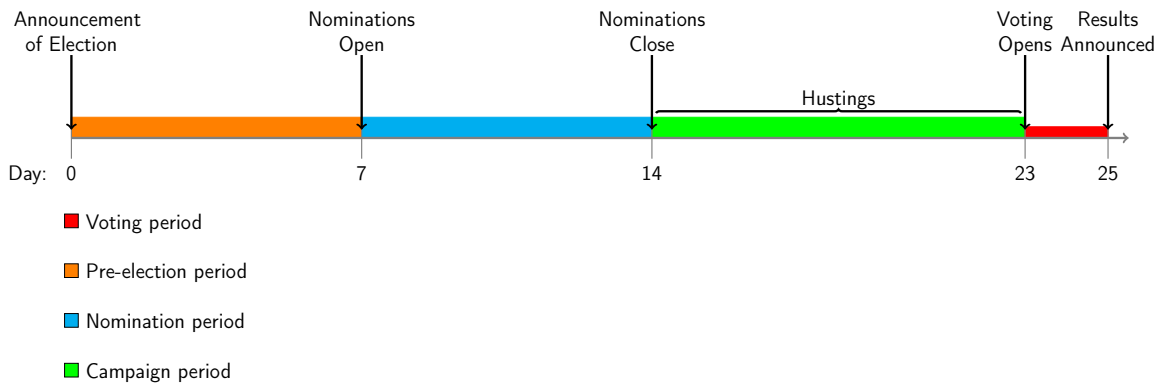
Van Mildert College Junior Common Room

1st June 2025



The Standing Orders provide the authoritative election procedure; Appendix C is supplementary to the Standing Orders.

## 0 Typical election timescale



## 1 Standing

- All JCR members are entitled to stand in an election. However, you must be a finalist to be eligible for a sabbatical role.
- Before standing for a position, you should speak to the incumbent, JCR President, or JCR Chair.
- Candidates standing for JCR President, Senior Welfare Officer, and Senior Freshers' Representative must meet with College Officers.
  - They must contact the Senior Returning Officer to organise this before nominations open.

## 2 Nominations

- To stand in an election, candidates must send their nomination to the Senior Returning Officer during the nomination period. The nomination must include:
  - An A4 manifesto;
  - Names of a Proposer and Seconder, who must be JCR members and not Executive Officers (past or present);
  - For sabbatical roles, an A4 policy document.

## 3 Campaigning

- During the campaign period, candidates standing in the election have the opportunity to campaign in-person and online.
- Only the candidate standing in the election, their proposer, and their seconder may campaign for the candidate (e.g. asking people to vote for the candidate).
- You must not unduly influence members to vote in a certain way or not to vote.
- There is a maximum expenditure limit of £15 in place for all candidates for the purpose of campaign materials. Candidates must present receipts at the request of the Senior Returning Officer. This expenditure limit shall apply collectively to the candidate, and their proposed and seconder.
- If you have any questions on how campaigning works in JCR elections, you should reach out to the JCR Chair.
- All campaigning must follow the below guidance.

### 3.1 In-person

- In-person campaigning must take place during the campaign period and before the voting period.
- A candidate may campaign in-person accompanied only by their proposer and seconder, with no time restriction in place.
- A candidate must only campaign in-person in communal areas of College; i.e. areas that any member can access and not accommodation blocks.
- A candidate may advertise when they will be campaigning in-person through social media.
- The Senior Returning Officer will organise the printing of manifestos to be displayed in College toilets.
- If in-person campaigning is not possible (due to serious adverse circumstances), the Election Officers may provide suitable alternatives.

### 3.2 Online

- A candidate, their proposer or seconder, may campaign online. This could include: publicising their manifesto; sharing the voting link; or messaging voters directly.

- Candidates may create dedicated social media accounts for the purpose of the campaign. All election publicity must be approved by the Senior Returning Officer, who must keep a record of all publicity submitted to them for approval.
- Election publicity is anything believed to have been produced, published or distributed with the intention of affecting the outcome of a JCR election, or in the knowledge that it would likely influence the outcome of a JCR election. The election officials will determine this.

## 4 Executive Committee Hustings

- All candidates will normally be invited to an Executive Committee Hustings, to hust in front of the Executive Committee at a time before the JCR Meeting Hustings, during the campaign period.
- These will take the form of one candidate at a time being asked questions by members of the Executive Committee.
- Other candidates must not be present in the room.
- This may be done over live audio or video call.
- Candidates' attendance is strongly encouraged, however a failure to attend cannot be penalised.

## 5 JCR Meeting Hustings

- The election hustings will take place at a JCR meeting during the campaign period and before voting opens.
- All candidates standing for election must take part in the hustings.
- Candidates for President must prepare a 3-minute campaign video to be played at the hustings.
  - The video must be sent to the Head of Governance Committee 48 hours before the hustings.
- Each proposer must give a one-minute speech followed by the candidate giving a two minute speech.
- For Presidential candidates, each candidate must sing a song, perform a poem or tell a joke. This may be done with their proposer and/or seconder. This will be followed by campaign videos.

- Each candidate may ask one question; followed by questions from incumbents, and then any other members.
- All candidates may respond to questions addressed at individual candidates.
- After questions, Presidential candidates may make a final concise statement.

## 6 Voting and results

- Voting is carried out during the voting period, which is between 24 and 168 hours, via the University's online voting system.
- A voting station may be set up and monitored by the Election Officers during the voting period.
- A member must not reveal how another member has voted.
- At the end of the voting period, the Election Officers will count the votes.
- The results will be announced on the stairs outside the bar. They should also be announced via an email to members and a post in the college Facebook group.
- Successful Presidential candidates traditionally perform a Kazu<sup>1</sup>.

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<sup>1</sup>A Kazu involves the candidate kicking a full can of Coca-Cola down the stairs in the foyer, throwing it over their head three times, and then opening it over their head.