

WATERLOO UNDERGRADUATE STUDENT ASSOCIATION

Executive Nomination Package | 2020-2021

President

Federation of Students, University of Waterloo, operating as
Waterloo Undergraduate Student Association (WUSA)

RECEIVED BY:

Name: _____

Date: _____

IMPORTANT

- Please read this nomination form in its entirety.
- Only **undergraduate students and members of the Corporation** are eligible to sign Executive nomination forms.
- Fill out all parts of your nomination form.
- For those running in the WUSA General Elections, applications are due 4 p.m. on Thursday, January 23, 2020 to the WUSA front desk in the Student Life Centre.*
- A Candidate Info Session will be held on Thursday, January 23, 2020 at 6 p.m. This Info Session is mandatory as important information will be shared concerning the elections process and the campaigning period.*
- Candidates are responsible for familiarizing themselves with the Waterloo Undergraduate Student Association's by-laws, elections & referenda procedures, and all other applicable organizational documents.
- Candidates are encouraged to submit their information with this nomination form, for inclusion in WUSA Elections promotional materials. Information should be submitted in the following format: name, team name (if applicable), program and year, previous applicable involvement with WUSA/Waterloo (point-form), top three platform points (option to expand in section below or direct to external link/contact for full platform, but this area is to be brief point-form and not the place to expand on these points), a maximum 100 word bio/reasons why someone should vote for you, and any links to website/social/email address.*

**Not applicable for those running in a by-election.*

Duties as President

The President is the Chief Executive Officer of the Corporation and is responsible for administering the affairs of the Waterloo Undergraduate Student Association, in accordance with the bylaws and with the support of the Executive Committee.

The President is the official spokesperson for the Corporation and is responsible for all communications, as well as the branding and messaging the Corporation displays.

The President is responsible for oversight of the vice-presidents, and ensures the alignment of strategic goals with the Corporation's objectives.

The President is the head of student government and presides at all General Meetings and serves as the Speaker of the Students' Council.

The President will act as a representative to, or provide for appropriate student representation for the Corporation, in accordance with Council procedure, at:

1. Official Functions;
2. Public occasions;
3. The University Senate;
4. The Board of Governors; and
5. Any other University Committees or decision-making bodies.

The President, in collaboration with the Vice Presidents, is responsible for maintaining and promoting relationships with key stakeholders:

1. Undergraduate Students and their representatives (e.g. Societies, Residence Councils);
2. University Administration;
3. External stakeholders; and
4. Other student governments (including the Graduate Student Association)

The President is responsible for:

1. The creation, maintenance, and implementation of the Waterloo Undergraduate Student Association's Long Range Plan;
2. Providing strategic direction to and supporting the vice-presidents, General Manager, and officers of the Corporation;
3. The regular review of the by-laws, policies, and procedures of the Corporation;
4. The empowerment and supervision of the Secretary of the Corporation
5. The publishing and the calling of the agenda for General Meetings
6. The hiring of the Chief Returning Officer, and by extension for the administration of all Students' Council and undergraduate Senator elections and by-elections;
7. Enforcing compliance with the bylaws, policies, and procedures, and other relevant governing documents.

The President oversees the Vice President, Operations & Finance's supervision and evaluation of all full time staff and oversight of human resources.

The President will normally be the vice-chair of the Board of Directors. The vice-chair is responsible for supporting and empowering the Board and the chair of the Board, ensuring the Board is given adequate training to conduct business effectively.

The President reports to the Board of Directors and Students' Council.

Time Commitment

The term of office for the President is from May 1, 2020 to April 30, 2021, and is a full time position. The President will also be expected to attend certain events outlined in their job description that may fall outside of regular working hours, including committee meetings, serving official functions, and certain public occasions.

Candidate Eligibility:

Candidates for Executive positions must be full members of the Waterloo Undergraduate Student Association. According to the bylaws, a full membership is defined as follows:

1. Each undergraduate student currently registered at the University of Waterloo;
2. Each undergraduate student currently engaged in a co-operative work term;
3. Each undergraduate student who is not registered in the current term but who was registered in the previous term and has shown intention to register in the next term; and
4. The President and Vice-Presidents of the Corporation.

The President is an *ex-officio* Director on the Board, which has the following additional requirements:

1. Must be at least 18 years of age;

2. Must not have been declared incapable under the laws of a Canadian province or territory, or by a court in a jurisdiction outside Canada; and
3. Must not be an undischarged bankrupt or expect to become bankrupt during the duration of the term of office.

Nominations for Executive positions require the signature of the candidate and the signature of one hundred (100) other electors.

The Chief Returning Officer, or designate thereof, shall verify the validity of each nomination form. If a nomination is invalid, the nomination will be rejected and the candidate will be notified. Candidates whose nominations are rejected after the end of the nomination period will have two business days to make corrections and amendments.

Candidates who have not clarified their membership status by either adding sufficient classes to their schedule or arranging their fees will not be allowed to stand in the election.

How much does it cost to run?

Executive campaigns have a strict spending limit of \$375.00 per single member candidate. Candidates will receive a subsidy from the Waterloo Undergraduate Student Association for up to one hundred per cent of their actual campaign expenses. Disqualified candidates are not eligible for this subsidy.

CONSENT

I, _____ give my consent to this nomination for President of the Waterloo Undergraduate Student Association.

I will be running on team _____ (*if applicable*).

 Signature of Candidate

 Faculty and Year of Study

 Date

 ID Number

 Local Address

 Permanent Address

 Local phone number

 Permanent phone number

 E-mail address

 WatIAM

STATEMENT OF UNDERSTANDING

I understand that as an Executive, I will be expected to balance the best interests of the undergraduate student body and those of the corporation. I understand that if elected, I will be required to complete Conflict of Interest Declaration forms and follow all other responsibilities indicated in Council and Board Procedures, as well as the policies and bylaws of the Corporation.

 Signature

 Date

EXECUTIVE NOMINATION FORM

We, the undersigned students of the University of Waterloo, hereby nominate

_____ for the office of President of the
Waterloo Undergraduate Student Association for the 2020-2021 term of office.

* Please clearly print your full name, sign your full name, and indicate your ID Number *

PRINTED NAME	SIGNATURE	ID NUMBER
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(Executive Candidates are required to receive 100 signatures)



Candidate Checklist:

- I am a member of the Corporation
- Complete signatures for nomination