

WATERLOO UNDERGRADUATE



Vice President, Student Experience Nomination Package

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

* It is not necessary that a candidate complete this paper nomination package if they complete all the steps in the online nomination form.

**IF YOU CHOOSE TO PHYSICALLY DROP
THIS OFF AT THE SLC TURNKEY DESK:**

RECEIVED BY:

Name: _____

Date: _____

2026 - 2027

Important

- Please read this nomination form in its entirety.
- Only undergraduate students and members of the Corporation are eligible to sign nomination forms.
- Fill out all parts of your nomination form.
- For those running in the WUSA General Elections, applications are due on Thursday, January 22, 2026, on vote.wusa.ca*
- The All-Candidates Meeting will be held on Friday, January 23, 2026, at 5:30 p.m. This Info Session is mandatory as essential information will be shared concerning the responsibilities attached to the role, 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 mainly through the online nomination process on vote.wusa.ca for inclusion in WUSA Elections promotional materials. If you choose to forgo the online process, please provide the following information in addition to this form: 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.

Role Description

The Vice-President, Student Experience is an officer of the Corporation and serves as the primary advocate for undergraduate students on matters related to the University of Waterloo's student affairs, and campus experience. The role provides leadership on student experience-related advocacy, represents the collective student voice in key University of Waterloo decision-making bodies, and ensures that student perspectives inform University programs. The Vice-President, Student Experience, like the President and Vice President Government Stakeholder Relations also acts as a representative of the Waterloo Undergraduate Student Association (WUSA) focused on strengthening relationships across the University and enhancing student wellbeing. The Vice-President, Student Experience will also serve as Vice Chair of the Board.

Key Responsibilities

1. Governance and Strategic Leadership

- i. Support the President in maintaining a strategic focus across the Board's work by contributing to cohesive direction and purpose in policy and strategic discussions. When acting as Vice-Chair, ensure continuity of leadership and facilitate effective Board operations in the President's absence.
- ii. Act as the Deputy Chief Governance Officer by supporting the President in maintaining effective governance practices.
- iii. Ensure that university-facing advocacy and student experience priorities are aligned with Board decisions and the WUSA's strategic plan.
- iv. Uphold the integrity of governance by ensuring transparency, accountability, and effective reporting on external relations and advocacy outcomes.

2. Strategic Advocacy and Representation

- i. Support university-facing advocacy initiatives in accordance with the Board-approved strategic priorities.
- ii. Represent the collective student voice on University committees, working groups, and consultations related to student experience, student services, campus wellbeing, and co-curricular life.
- iii. Represent the Student Association at internal University functions and official occasions where additional or alternate representation to the President is appropriate.
- iv. Advocate to the University of Waterloo and other internal stakeholders for initiatives, programs, and services that enhance the student experience.
- v. Serve as Chair of the Student Life Endowment Fund and the Equity, Opportunity Innovation Fund

3. Relationship Management

- i. Collaborate with the President, the Vice-President, Government Stakeholder Relations, and the Executive Director to ensure alignment between university-facing advocacy and broader strategic and government relations priorities.
- ii. With the support of WUSA's advocacy team, engage with students, and University administrators to identify and address emerging institutional issues affecting undergraduate students.
- iii. Maintain effective, collaborative relationships with Society student and other student group leaders, University administration, on and off campus partners, and other student associations, including the Graduate Student Association.
- iv. Represent the collective student voice in discussions related to sustainability, accessibility, student safety, Indigenization, and equity, diversity and inclusion on campus.

4. Strategic Coordination and Reporting

- i. Support the President and Vice President Government, Stakeholder Relations in ensuring coordination and consistency across all advocacy portfolios and in advancing WUSA's advocacy strategy.
- ii. Provide strategic recommendations to the Board and the Executive Director regarding University advocacy priorities, policy changes, and University relations.
- iii. Provide the Board and Executive Director with timely insights on emerging student-experience trends across the broader student-life environment.
- iv. Report regularly to the Board on developments, outcomes, and emerging trends in university-facing advocacy.

Key Competencies



1. Understanding of University governance and student affairs



2. Stakeholder engagement and relationship management



3. Evidence-informed advocacy and policy analysis



4. Communication and public representation



5. Collaboration and cross-functional coordination



6. Problem-solving and issues management

Time Commitment

The term of office for the Vice President is from May 1, 2026, to April 30, 2027, and is a full-time position. The Vice President will also be expected to attend certain events outlined in their role description that may fall outside of regular working hours, including committee meetings, serving official functions, and certain public occasions.

Candidate Eligibility

- Candidates for Director positions must be full members of the Waterloo Undergraduate Student Association. According to the bylaws, a full membership is defined as follows:
 - i. Each undergraduate student currently registered at the University of Waterloo.
 - ii. Each undergraduate student currently registered in a co-operative work term at the University of Waterloo.
 - iii. Each person who was an undergraduate student in the previous term who has not withdrawn or graduated from the University.
 - iv. Each Officer of the Corporation who (i) was elected as an Officer while an undergraduate student, (ii) has graduated from an undergraduate program at the University, and (iii) has yet to complete his/her/their term of office.
- In addition to be able to run in the election, Directors also must meet the following additional requirements:
 - i. Must be at least 18 years of age;
 - ii. Must not be a person who has been found under the Substitute Decisions Act, 1992 or under the Mental Health Act to be incapable of managing property;
 - iii. Must not have been declared incapable under the laws of a Canadian province or territory, or by a court in a jurisdiction outside Canada;
 - iv. Must not be an employee of the Corporation; and
 - v. Must not be an undischarged bankrupt or expect to become bankrupt during the duration of the term of office.
- Nominations for Officer positions require the signature of the candidate and the signature of one hundred (100) other electors. These electors must be members of the Corporation.
- The Chief Electoral Officer, or designate thereof, with the assistance of the ERO, 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?

Officer campaigns have a strict spending budget of \$375.00 per candidate. Campaign teams may receive a higher spending limit depending on the campaign team size. Candidates will receive a reimbursement from the Waterloo Undergraduate Student Association for up to one hundred per cent of their spending budget. Spending budgets for campaigns can be found in the WUSA Elections and Referenda document [Section 7.1]. Candidates, campaign teams, and referendum committee accruing three (3) or more demerit points will receive a reduced reimbursement. Disqualified candidates are not eligible for this subsidy.

Important Dates

All times displayed local Waterloo, EST (GMT -5)

- **Nominations:** December 22nd – January 22nd
- **All Candidates Meeting:** January 23rd, 5:30pm
- **Campaign Period:** January 25th – February 5th
- **Voting Period:** February 3rd – 5th
- **Board Retreat:** May 5th - 8th
 - (must be available if elected to qualify for the role)

Consent

I, _____ give my consent to this nomination for Vice President, Student Experience 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

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STATEMENT OF UNDERSTANDING

I understand that as an Officer, 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 documents such as Conflict of Interest Declaration forms, attend all board trainings and comply with all other responsibilities indicated in procedures, as well as the policies and bylaws of the Corporation.

Signature

Date

Officer Nomination Form

We, the undersigned hereby nominate _____ for the office of Vice President, Student Experience of the Waterloo Undergraduate Student Association for the 2026-27 term.

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

PRINTED NAME	SIGNATURE	ID NUMBER
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PRINTED NAME

SIGNATURE

ID NUMBER

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(Vice President Candidates are required to receive 100 signatures)

Candidate Checklist

- ☐ I am an undergraduate student, with fees paid/arranged in full
- ☐ Complete signatures for nomination