

ARTS SU ELECTIONS

26

27

Autumn Elections Guide

Hello!

Arts Students Union is an organisation led by students, so ultimately it is you, the students, who set its direction. It's run by a mixture of elected students, full-time staff, and trustees, who direct the priorities of the Union to ensure it represents its members effectively and UAL remains a place for students.

Why should you nominate for election?

Because it's one of the most varied and rewarding roles you will ever have! You get to represent student voice and bring about changes that you care deeply about. Led by students and supported by a team of staff, the Students' Union works to transform student life by supporting communities, professional development, representing students' views, and providing advice and support.

We do this by electing students who will speak and work for you on a range of issues, but also together with staff to shape the work of UAL and Arts SU.

This by-election we are filling the remaining School Representative roles for the 2026/27 Academic year. These positions are an amazing opportunity to represent your fellow course mates, input the student perspective onto decisions, and to have an impact on your environment around you.

So, if you are passionate about a specific aspect of student life, believe in sharing the voices of others or simply feel you can help contribute and better the Union's understanding of particular groups of students put yourself forward in our SU Elections!

Trust us, it will be the best decision you make!

Good luck!
The Elections Team

Returning Officers:

Returning Officers are appointed to ensure elections are free and fair. The Returning Officers and elections team can be contacted by emailing elections@su.arts.ac.uk.

RETURNING OFFICER
NATIONAL UNION OF STUDENTS

DEPUTY RETURNING OFFICER
NICK SMITH

*KEY DATES FOR ARTS SU BY-ELECTIONS***SEPTEMBER - NOVEMBER**

*When Nominations are open, students can put themselves forward for an available role. During this time, they also produce publicity which includes the ideas and principles of their campaigns to show how they will represent students.

CONTENTS

01	INTRODUCTION	05
02	HOW DO I NOMINATE FOR A ROLE?	06
03	ROLES IN THIS ELECTION	07
	POSTGRADUATE STUDENT GOVERNOR	08
	SCHOOL REPS	09
04	CANDIDATE BRIEFINGS	10
05	DEVELOP THE SKILLS TO SUCCEED	11
06	PLANNING A SUCCESSFUL CAMPAIGN	12
07	VOTING	13
08	CANDIDATE SUPPORT	14

Introduction: What are Student's Union Elections?

At Arts, we elect two different types of roles to cover the range of different responsibilities and representation at the Union.

ELECTION RULES

Remember to follow the election rules and report any rule breaking to Arts SU. A copy of the complaint form, rules and guides are available at:
<https://www.arts-su.com/elections>

FULL-TIME (PAID) OFFICERS

Your Sabbatical Officers work as full-time salaried staff inside of the Students' Union, meaning any elected students either take a year out from their studies or complete their term after they have graduated.

Each Officer works with the Union for the student experience while also covering a specific portfolio. These Officer portfolios are;

- **Union Affairs Officer**
- **Student Communities Officer**
- **CCW and CCI Officer**
- **LCF Officer**
- **LCC Officer**
- **CSM Officer**

WE'RE HERE TO HELP!

Don't panic if you feel like you haven't prepared anything yet, this guide is going to walk you through everything so you can try to get as much done as possible to have an effective election campaign.

PART-TIME (VOLUNTARY) REPS*

School Representatives are elected both during the Spring Elections and Autumn Elections. They work as voluntary roles with the Union to represent the students in their school and provide vital feedback and support with academic representation and community.

** Course reps, sports, and society committee elections follow a different process, but are also voluntary roles.*

HOW DO I NOMINATE FOR A ROLE?

Once the nomination period is open for any of our elections, you will have until the close of nomination to submit your candidacy.

To put yourself forward for a role:

STEP ONE

Go to www.arts-su.com/elections and click the "Stand In Election" button. You need to be logged into your Arts SU website account*.

STEP TWO

Submit your details on the application form, ensuring your name and email address is correct so we can contact you about your candidacy.

Some information will auto-complete for you, so remember to double check.

STEP THREE

Decide which position you wish to stand for, and click "Stand" and then click the "Submit Nomination" button. The page will update and state you are now standing for that selected position.

STEP FOUR

Once you have submitted your nomination, you will be able to upload your candidate publicity (photo, slogan, and manifesto) by clicking "Manifesto".

You are able to update your candidacy at any point during the nomination period.

* For more information on how to create and log into your Arts SU website account or other questions around nominations, email elections@su.arts.ac.uk.

ROLES IN THIS ELECTION

**POSTGRADUATE STUDENT
GOVERNOR**

ROLE DESCRIPTION
Page 8

SCHOOL REPRESENTATIVES

ROLE DESCRIPTION
All School Reps: Page 13

ROLES IN THIS ELECTION

POSTGRADUATE STUDENT GOVERNOR

The Student Governor exists to strengthen the voice of students on the University's Court of Governors which is the governing body of UAL.

You will have a key role along with other governors (External, Staff and Student) to oversee the University's strategy and in monitoring the implementation of related programmes. This is a great opportunity to be exposed to the most senior decision making at UAL. The post is a volunteer role and will be unremunerated but should provide valuable work experience, as well as enabling you to shape the future of UAL.

A full job and role description can be found at the Elections Hub webpage, or by emailing elections@su.arts.ac.uk

POSITIONS AVAILABLE	1
ELIGIBILITY	To nominate yourself for this role, you must be a postgraduate student.
EXPECTED HOURS	40 hours across the entire academic year, including at least four Court of Governors meetings, an annual strategy day, and other University events.

ROLES IN THIS ELECTION

SCHOOL REPRESENTATIVES

School Reps are elected student volunteers who represent students across all courses within their school. There are two School Reps per school at each of UAL's colleges, with 24 total School Reps.

By working with school staff and other elected representatives to raise feedback and put actions into place, they can help to influence positive change that will improve the academic experience for both current and future students

To stand for a school rep position, you must currently be a student at the relevant school, and your studies do not end before June 2027.

COLLEGE	POSITIONS AVAILABLE
CSM	1 x M-School Rep (Fashion, Jewellery, Textiles, and Materials) 1 x S-School Rep (Design, Spatial Practices, and Creative Enterprise)
CCW	2 x Art School Rep 2 x Performance School Rep
LCC	1 x Screen School Rep
LCF	1 x Media and Communication School Rep

CANDIDATE BRIEFINGS

During these elections, we hold a variety of sessions to provide you the necessary information so you feel prepared to take part.

You can find out more and sign up to these sessions by heading to the Elections Hub.

Introduction to Candidate Briefings

Every election the Arts SU elections team run briefing sessions for all candidates standing for an elected position. These briefings aim to communicate the election rules, support candidates with their campaign, and give an opportunity for candidates to meet each other and SU staff before the campaigning period begins.

It is mandatory for all candidates to attend a briefing. If a candidate does not attend any briefings without communicating and, they may have their candidacy withdrawn.

Why is attending a briefing mandatory?

Arts SU Elections aim to be free, fair, and open to all students at UAL, and in order to do so, there are a set of rules that governs the conduct of candidates. Attending a briefing is mandatory to ensure all candidates are aware of the rules for the election before campaigning begins.

What if I am unable to attend?

If you are unable to attend any provided candidate briefings, you must email this to elections@su.arts.ac.uk as soon as possible. The elections team will then be in contact to organise alternative opportunities.

CANDIDATE BRIEFING DATES - TBC

At the time of this publication, the dates for the 2026 Autumn Election Briefings have not yet been confirmed. When confirmed, the briefing details will be emailed to any students already registered as a candidate.

DEVELOP THE SKILLS TO SUCCEED

Simply standing as a candidate provides a unique opportunity to develop skills and experience for your future. The skills you'll learn and develop during your year in office will allow you to adapt to all sorts of different roles and open-up various opportunities for your future.

YOU WILL BE SUPPORTED

If you are elected, you will not be alone. The SU provides training to ensure you have the skills, confidence and knowledge to be effective. You'll be supported by a range of staff from Arts SU and work closely with staff from UAL.

If you need any more convincing below are just a few of the desirable skills officers have developed in the past:

BUILDING RELATIONSHIPS

COMMERCIAL AWARENESS

COMMUNICATION

CAMPAIGNING

CREATIVE PROBLEM SOLVING

ENTERPRISE

PERSONAL AND PROFESSIONAL BEHAVIOURS

MOBILISING COMMUNITIES

PLANNING AND ORGANISATION

TEAMWORK

EVENT PLANNING AND DELIVERY

GOT ANY QUESTIONS?

If you would like more information about the training and development opportunities, contact us via elections@su.arts.ac.uk

The important thing to remember is your role is what you make of it!

3 key pillars

to planning a successful election campaign

A successful campaign will include the following key pillars, and we'll be covering this more in depth in throughout this guide.

WHAT IS A CAMPAIGN?

Campaigns are all about organising together to create change, whether it be laws, policies, structures, representation, behaviours, or something else entirely!

Running an election campaign is very similar to running a campaign on any issue you want to change. You are trying to convince people to support you and your aims, the same way you would be convincing others on why a specific social issue is important.

**The actions of your campaign team reflect on you as a candidate and their misconduct is treated as your misconduct, so it is important that you ensure your campaign team understand the election rules.*

A CAMPAIGN TEAM*

Your campaign team are a group of people who are supporting and actively promoting your campaign, whether that be telling people about your policies, or helping to create your designs and content. Elections can be daunting and tough but having the right group to support you as a candidate will help your campaign excel!

A PREPARED PLAN OF ACTION

Are you ahead of the game? A plan of action is a written summary of what you want to do, how you're going to do it and when you will do it. Your plan includes key dates and what is required to achieve that goal. You should create your plan of action in advance and should include everything you and your team are doing to help your campaign succeed.

The reason successful campaigns have a plan of action is to help stay on track and constantly see what objectives need completing or additional planning.

THOUGHT OUT CONTENT

Images, videos, designs, posters! You need your name out there. Including your content in your plan of action will help you focus and prioritise on speaking to students and promoting your publicity.

VOTING

If you have any problems
voting email
elections@su.arts.ac.uk

HOW VOTING WORKS

Arts SU uses the Single Transferable Vote to elect our student representatives. This means that each voter gets the chance to rank candidates in the order they wish to see them elected – they will select numbers rather than just put a mark against one candidate.

A winning candidate must receive a certain number of votes (known as quota) to be elected, which will change depending on the number of votes cast. This is in our opinion, the fairest method as it means candidates must have wide support to win.

All elections include RON (Re-Open Nominations) which allows students to make a positive vote, even if they don't agree with the policies of any of the candidates standing. Although we would urge students to consider using this option carefully as it could leave the role vacant until the next election.

VOTING IN ARTS SU ELECTIONS: YOUR GUIDE

Arts SU has a short infographic video on voting in the Elections! Handy to understand the system, but also a useful resource to share with voters!



https://www.youtube.com/watch?v=jU_7c8G7F4U

CANDIDATE SUPPORT

The welfare of our candidates is an important priority; therefore, we have dedicated staff on hand to provide support throughout the elections period. All candidates are welcome to seek further support where needed, including with our Arts SU advisors the contact of which can be found further below.

Managing your time during voting week

Plan your work around voting week and try not to overwork yourself, where possible we'd encourage you to complete urgent work before voting opens so you can prioritise your campaign but ultimately remember your primary focus should be your course of study.

Don't forget to still eat well, drink enough water, and have a period during each day to switch off and recharge.

GET IN TOUCH

We'll talk more about candidate support at the Candidates Briefing, but if you would like to share any concerns, have any questions or would just like to arrange an informal chat then reach out by emailing elections@su.arts.ac.uk for support.

Use your support network

An important part of a successful elections campaign can be finding a good team to support you who will help spread the word about you and your campaign. Whether it's your housemates, friends from your course or those you've met through other activities such as a society or sports club – each can lighten the load and give helpful advice.

Standing as a candidate can be enjoyable!

Plan something nice to do at the end of voting, even if you're not elected, celebrate that you will have achieved a lot. Try not to let the idea of multiple candidates put you off standing and rationalise it with the thought of going for a job with multiple candidates also being interviewed – it's just a different process after all.

CANDIDATE SUPPORT

USEFUL CONTACTS

Displayed are a list of support services should you need it:

ARTS SU ADVICE SERVICE	For free, confidential and impartial advice on academic (including university policies and procedures) or housing and accommodation matters. advice@su.arts.ac.uk www.arts-su.com/support
ARTS SU ELECTIONS TEAM	For any advice or support specific to the elections process, and to help answer any questions or relieve any stress you may have about being a candidate. elections@su.arts.ac.uk www.arts-su.com/elections
UNIVERSITY SUPPORT SERVICES	For advice and support on various aspects of student life including money, personal issues (including stress, anxiety and mental health concerns) and queries related to disability. www.arts.ac.uk/students/student-services General Queries: student.services@arts.ac.uk Health & Wellbeing Advice: studenthealth@arts.ac.uk Counselling Service: counselling@arts.ac.uk Disability Service: disability@arts.ac.uk

ARTS SU ELECTIONS

26

27

NOMINATE YOURSELF TODAY!

You can submit your candidacy by going to:

WWW.ARTS-SU.COM/ELECTIONS

THIS IS THE ONLY WAY TO STAND FOR A ROLE.

Any questions should be submitted to

ELECTIONS@SU.ARTS.AC.UK