

Congratulations on being part of the Aston Students' Union Elections!

The next couple of weeks will be exciting, unpredictable, and potentially life-changing for you.

Please read on to find out more about what you'll need to do:

Training

Training is an essential part of your election journey, and all candidates should attend at least one of the scheduled training sessions. During these sessions, we'll also take your profile photo for the website, so please dress smartly.

Dates and times of training can be found on the main Election website page.

You are expected to attend one of these sessions.

If you are unable to attend a training session for any reason, please inform the Student Voice team at voice@union.aston.ac.uk as soon as possible.

Manifestos

You must submit a written manifesto or a visual manifesto, or both. It is up to you to design these. You can edit your manifesto (and photo) until the submission deadline.

How to write a Manifesto

You must submit an online manifesto to run in the election by the manifesto deadline. Your manifesto must be no more than 500 words and it will be cut when it reaches that limit. Here are some tips for creating your manifesto!

Please note: If you do not submit your manifesto by this deadline, you may be withdrawn.

What to Include

All candidates should provide a statement setting out their main objectives for the year. Your manifesto should say who you are, why you're standing and what they intend to do if elected. There are SU staff and officers who you can speak to about writing a manifesto.

There are three main points you might want to cover:

- Who you are – a good chance to include any experience you may have already e.g., other roles you have taken on in the SU!
- Why are you standing – what makes you passionate about the role and stand out from other candidates?

- What you intend to do if elected – your best ideas of your aims for your year in office!

It is also important to make sure that your manifesto adheres to the rules of the elections.

How to Upload Your Manifesto

1. Head to astonsu.com/stand.
2. Click 'Submit your nomination'. You'll be taken to the nominations page.
3. You'll see an image like the one below. Click 'Stand in Election'. On the following screen, click 'Stand'. You will then be given the opportunity to type out your manifesto.



We have organised Drop-in Manifesto sessions for candidates. This is an opportunity for you to talk to one of the Student Voice staff team about writing your manifesto and get some support with it. These sessions are optional. Please refer to the Elections webpage for the dates and times of the drop-in sessions.

Budget

All candidates will have a budget of £50 for the election. **You must not spend more than this. All claim forms are due no later than one hour after voting closes. Please refer to the election webpage for the exact date and time voting closes.**

Welfare While Campaigning

During the week of campaigning, it is very important that you look after yourself. Running in the elections can be tiring and so ensuring your welfare is the best way to keep your campaign going! Here are some tips for looking after yourself.

Stay Healthy

The basic rules of staying healthy: eating well, sleeping enough, and keeping active. All three of these things are still important while running in the

elections. Campaigning uses a lot of your energy, so it is important you make sure to eat regularly. The Students' Union provides a free candidates breakfast during the voting period! This is also a great opportunity to socialise and get to know other candidates.

During the elections week you may feel like you could be doing more or campaigning for longer, but it is vital that you don't let yourself burn out. Getting a decent night's sleep after each long day will ensure you are ready to go again.

Finally, it is important that you are keeping active while campaigning! During the week you will likely be doing lots of walking around talking to students which will keep you active, but it is also good to do some exercise not related to campaigning to give yourself a break! If you make sure to do these 3 things, you should have more energy to talk to students who could vote for you.

Get Some Support

Having a good group of friends around you will help to keep morale high during the elections. Having a strong campaign team supporting your election means you can take the breaks you need whilst having a group of people to talk to and support you. It also means there are more people to campaign for you!

If you do start to feel overly stressed or upset, you can always speak to staff in the SU. They will make sure you get the support you need during the elections so never be afraid to seek support.

Campaign Your Way

There are many effective ways of campaigning. From lecture shout outs to social media so make use of your strengths. The main thing to be aware of is when to stop and take a break, everyone has their limits so if you need to stop and rest, make sure you do so.

Supporting Others

Remember that other candidates are not your enemies! By the end of elections, you could have made new friends who stood for the same role as you. While ensuring your own wellbeing, if you see another candidate campaigning it doesn't hurt to check in and have a chat with them. The candidates' breakfast is also a great opportunity to see how everyone is doing and even get some tips for your own campaign! By supporting other candidates, you are likely to feel more positive too!

The Advice and Representation Centre

The Advice team is available in the SU all year round! It is a great service which is open 10:00-16:00 Monday to Friday, with drop-in hours from 10:30-12:30pm.

Campaign Teams

It can be beneficial to have a small campaign team, made up of a couple of friends to help and support you during your campaign. They can give emotional support and help you to cover more ground. If you've not done this already, start getting your team together now! Please note that your campaign team acts on your behalf, so please ensure you all follow the Election Rules.

That's it for now – please get in contact if you have any questions! Email voice@union.aston.ac.uk.