

Application: Stellenbosch University Election Committee

Please note that an electronic copy of this form needs to be emailed to [srcelection@sun.ac.za](mailto:srcelection@sun.ac.za) by Monday, 18 May 2020 at 23:59. No late applications will be accepted.

In accordance to the Stellenbosch University Student Constitution SCHEDULE 1: STUDENT REPRESENTATIVE COUNCIL GENERAL ELECTION:

2. Appointment and duties of Election Committee (1) The Election Convenor(s) must appoint at least five (5) persons every year before the end of June as members of the Election Committee, after this position has been advertised for at least two (2) weeks on Stellenbosch Campus.

(2) The Election Committee, in cooperation with and under supervision of the Election Convenor(s), must ensure that the SRC election runs smoothly.

Note: We would strongly encourage Law students to apply and we would like to appoint at least one law student to the committee.

(a) Basic Information:

1. Name & Surname	
2. Student Number	
3. Email Address	
4. Contact Number	
5. Course of Study & year in 2018	

Please mark (X) the position/s that you are applying for.

The roles and responsibilities of each position can be found appended to the end of this document.

Secretary	
Finance Officer	
Public Relations	
Project Manager	
General Assistant Manager	

(b) Please answer the following questions and submit it with the application form:

**Why would you like to apply for this position?**

\_\_\_\_\_ **What**

**is your vision for the election process?**

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What role can you play

in increasing voter turnout?

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**Do you have any previous leadership / committee experience? How will this learnt experience assist you within the election committee?**

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**Please provide the name and contact number of two references with whom you have worked in the past.**

Name: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_ Email address: \_\_\_\_\_

### **Election Conveners**

Lesedi Motumi – srcelection@sun.ac.za

Maxwell Mlangeni- srcelection@sun.ac.za

All enquiries to be directed at any one of the election conveners.

Note: Depending on the amount of applications that we get, candidates will be shortlisted and invited for interviews.

### **OPEN VACANCIES**

Roles & Responsibilities of Sub-com positions:

#### **Secretary**

- Responsible for the recording of all meeting minutes.
- Responsible for internal communications.
- Compiling of the Election Committee report.
- Responsible for promoting voter turnout.
- Assist election convenors where needed.

#### **Finance Officer**

- Responsible for the management of the budget.

- Responsible for the creation, adaption and administration of budget proposals.
- Responsible for promoting voter turnout.
- Assist election convenors where needed.

### **Public Relations**

- Required to attend all caucuses.
- Responsible of external communications (communication of events, projects and caucuses to the public).
- Responsible for marketing.
- Responsible for promoting voter turnout.
- Management of all social media platforms - Assist election convenors where needed.

### **Project Officer**

- Coordination of caucuses/ projects.
- Will work with the public relations officer in areas of marketing. Together they will propose marketing strategies and creative ideas.
- Required to attend all meetings and caucuses.
- Responsible for promoting voter turnout.
- Assist election convenors where needed.