UNISC STUDENT GUILD ELECTIONS 2026

CANDIDATE HANDBOOK

UniSC STUDENT GUILD

WWW.UNISCSTUDENTGUILD.COM.AU

Student representation matters.

The Student Representative Council (SRC) exists to make sure students have a clear and meaningful way to be represented at UniSC.

Student representatives connect with the students they represent, listen to their experiences and priorities, and bring those perspectives into the SRC. They work together to identify shared issues, explore possible solutions and help make sure student perspectives reach the people who need to hear them.

Just as importantly, representatives help close the loop, sharing information, outcomes and opportunities back with the students they represent.

How does the SRC work?

The SRC is made up of three connected levels of student representation:

Student Representative Council
The SRC brings together the Chair, Vice-Chair and Committee Chairs. It considers issues affecting students, coordinates representation across the student community and provides a pathway for student priorities and recommendations to be raised with the Student Guild, UniSC and other relevant decision-makers.

Committees
Committees are at the heart of the SRC structure. They bring representatives together around a shared area of the student experience, connect with the students they represent and turn the issues they hear into discussion, recommendations and possible solutions.

Groups
Groups provide focused representation for particular student cohorts or areas. Where a Committee has Groups, they create another way to connect directly with students and bring their experiences and priorities into the Committee.

Information moves both ways through the SRC. Student experiences and priorities can be raised through the structure, while updates, outcomes and opportunities can be communicated back to students.

What you'll gain as a student representative

Being part of the SRC is an opportunity to make a meaningful contribution to the student experience while developing skills you can take with you beyond university.

Experience
Build practical experience in representation, consultation, leadership, teamwork and working with stakeholders.

Skills
Develop your confidence in communication, meetings, problem-solving, collaboration and turning student feedback into constructive action.

Connections
Work alongside other student representatives and connect with the Student Guild, UniSC staff and people from across the university community.

Impact
Help ensure the experiences and priorities of the students you represent are heard, understood and considered.

You don't need experience to nominate.

You don't need to have been a student representative before, know how committees work or have all the answers.

What matters is that you're willing to **listen, represent, communicate and contribute**.

The Student Guild will provide induction, resources and ongoing support to help elected representatives understand their role and participate effectively.

What roles are available?

The 2026 elections include positions on both the **Guild Board** and the **Student Representative Council (SRC)**.

Both give students an opportunity to contribute to the Student Guild, but they have very different purposes and responsibilities.

Guild Board - Student Board Members

5 elected positions

The Board is the governing body of the UniSC Student Guild. It is responsible for the governance of the organisation, including oversight of its administration, management, property and funds.

As the Student Guild is a registered charity and body corporate, Board Members take on formal legal and governance responsibilities.

What does a Board Member do?

Board Members contribute to the strategic direction and governance of the Student Guild and help ensure it operates responsibly and in accordance with its obligations.

Under the Guild Constitution, Board Members have duties including:

- acting with reasonable care and diligence
- acting honestly, fairly and in good faith in the best interests of the Student Guild and its charitable purpose
- not misusing their position or information obtained through their role
- declaring and appropriately managing conflicts of interest
- helping ensure the Guild's financial affairs are managed responsibly
- not allowing the Guild to operate while insolvent
- participating in induction and ongoing governance training.

Board Members also contribute to oversight of the Guild's finances, risk, governance and strategic direction.

Term: Two years*
Meetings: At least once every month
Training: Induction and ongoing governance training, including annual governance training

***Some initial terms may be shorter as the new Board transitions to staggered terms.**

Who can be a Student Board Member?

In addition to the general election eligibility requirements, Board Members must:

- be at least 18 years old
- not be disqualified from managing the affairs of a body corporate
- not be an employee of the Student Guild.

Board membership is a significant responsibility. You don't need to arrive as a governance expert, but you should be prepared to learn, undertake training, read and prepare for meetings, ask questions and take your responsibilities as a Board Member seriously.

Student Representative Council

The SRC has a different purpose.

While the **Board governs the Student Guild**, the **SRC represents students**.

The SRC provides a democratic forum for student voice, advocacy and engagement. It represents student interests and provides advice, recommendations and feedback to the Board on student issues, priorities and emerging concerns.

SRC Chair & Vice-Chair

The Chair and Vice-Chair provide leadership across the SRC and support the Council to work effectively.

The **SRC Chair also becomes a Student Board Member** for the duration of their term, providing an important connection between the SRC and the Guild Board.

Because of this, the SRC Chair also takes on the legal and governance responsibilities that apply to all Board Members.

Committee Chairs & Vice-Chairs

Committee Chairs and Vice-Chairs lead one of the SRC's six Committees and support representation within their particular area.

Committee Chairs also sit on the SRC, connecting their Committee with the wider representative structure.

The six Committees are:

Aboriginal and Torres Strait Islander • International Student • Campus Experience • Diversity, Equity and Inclusion • Postgraduate • Learning and Teaching

Group Chairs & Vice-Chairs

Some Committees include Groups representing particular student communities, Schools or areas of study.

Group Chairs and Vice-Chairs help lead representation within their Group and connect the students they represent with the relevant Committee.

Chairs will sit on the parent committee to share feedback from and to their group.

Student Representatives

Student Representatives provide focused representation for different parts of the UniSC student community.

Depending on the position, you could represent a:

student community • campus • School • discipline or study area • student cohort

Representatives connect with students, understand their experiences and priorities, bring these into the relevant Group or Committee, and help communicate information and outcomes back to the students they represent.

Board or SRC?

	Guild Board	**SRC**
Primary purpose	Govern the Student Guild	Represent students
Main focus	Governance, strategy, finance, risk and compliance	Student voice, advocacy, engagement and representation
Legal Board Member duties	**Yes**	**No***
Student consultation	Informs governance and decision-making	A core part of the role
Term	Two years**	One year
Elected positions	5	129

*The SRC Chair is also a Student Board Member and therefore has Board Member duties.
**Transitional arrangements may result in some initial Board terms being shorter.

Can I nominate for both?

Yes.

You may nominate for election to both the Guild Board and the SRC. However, except for the SRC Chair, no member may serve both on the Board and in any other elected Student Guild role at the same time. For the avoidance of doubt, holding office in a Student Guild affiliated club or society does not constitute an elected Student Guild role for the purpose of this clause.

Find your position

With positions representing different campuses, communities, Schools, disciplines and cohorts, there are lots of ways to get involved.

Am I eligible to nominate?

To nominate, you must be an **enrolled UniSC student, a member of the UniSC Student Guild**, and meet the eligibility requirements for the position you're interested in.

Some positions are open broadly to students, while others represent a particular discipline, campus, study mode or student cohort.

Which positions can I nominate for?

Discipline positions
You can only nominate to represent a discipline in which you are enrolled.

Campus Experience positions
To nominate as a Campus Experience Representative, the majority of your enrolled classes must be based at the campus (or online) you want to represent.

International Student positions
Only international students can nominate for positions specifically representing international students.

Postgraduate positions
Only postgraduate students can nominate for positions specifically representing postgraduate students.

Community representation
Only students who identify as members of the relevant communities are strongly encouraged to nominate for positions within the:

- Aboriginal and Torres Strait Islander Committee
- Mature Aged Students Group
- Parents and Carers Group
- Students with Disabilities
- LGBTQIA+ Group
- Culturally and Linguistically Diverse Group.

These positions exist to help ensure those student communities are meaningfully represented within the SRC.

Additional requirements

Employment
You cannot nominate if you are an **Employee of the Student Guild**, as defined by the Guild Constitution.

You also cannot nominate if your employment with UniSC, whether through one position or several concurrent positions, exceeds a combined total of **0.5 full-time equivalent (FTE)**.

Guild Board & SRC Chair
To nominate for the Guild Board, you must also:

- be **18 years of age or older**
- not be disqualified from managing the affairs of a body corporate.

The age requirement also applies to the **SRC Chair**, as the SRC Chair automatically becomes a Student Board Member while holding office.

Can I nominate for more than one position?

Yes. If you're eligible for more than one position, you can nominate for multiple positions.

You can also nominate for both the **Guild Board and the SRC**.

However, Except for the SRC Chair, no member may serve both on the Board and in any other elected Student Guild role at the same time. If a member is elected into a Board role and SRC role other than the SRC Chair, the member will be required to take the Board position.

Holding office in a Student Guild affiliated club or society does **not** count as another elected Student Guild role.

Before you nominate

Make sure you:

✓ are currently enrolled at UniSC
✓ are a member of the UniSC Student Guild
✓ meet the eligibility requirements for your chosen position(s)
✓ meet the employment requirements
✓ are 18+ if nominating for the Guild Board or SRC Chair
✓ have read the relevant position description and understand the role

Not sure if you're eligible for a position?
Contact the Student Guild before submitting your nomination.

SRC@usc.edu.au

How the election works

Once you've found a role and checked you're eligible, here's what happens next.

14–25 SEP	1–16 OCT	19–30 OCT	AFTER VOTING
NOMINATE	**CAMPAIGN**	**VOTE**	**RESULTS**
Submit your nomination online.	Tell students who you are and why you're nominating.	Students vote online by secret ballot.	Results are declared following the election process.

Nominating

Nominations are submitted online. You'll need to provide your:

- full name
- student number
- student email address
- Candidate Profile

You can nominate for more than one position, provided you meet the eligibility requirements for each.

Nominations close Friday 25 September.

Nominate Now

What happens next?

After nominations close, the Guild will review all nominations and the independent Returning Officer will decide any eligibility concerns and notify nominees of the outcome.

You'll be notified in writing whether your nomination has been accepted or rejected within three working days of nominations closing. If it's rejected, you'll be told why.

Keep an eye on your student email for election information.

Once you're confirmed as a candidate, you can get ready to campaign.

Campaigning

Campaign period: 1–16 October

Campaigning is your opportunity to introduce yourself to students, explain why you're nominating and tell them why you'd be a good representative.

All campaign materials must be submitted to SRC@usc.edu.au for approval by the IRO before their publication. Any candidate found to be publishing materials without approval from the Guild and IRO risks withdrawal from the election.

You don't need a huge campaign. Think about the students you're hoping to represent and the best way to reach them.

You could:

- talk to students on campus
- share your campaign on social media
- create posters or other campaign materials in approved locations – posters may be displayed only in unlocked noticeboards and in Guild HQ and may not cover any other in date promotional material
- take part in Guild-run campaign events and opportunities.

Campaign rules

All campaigning must comply with the UniSC Student Code of Conduct and be truthful, non-defamatory and non-discriminatory.

When campaigning, you must not:

- use megaphones or amplified sound on campus
- display posters anywhere other than unlocked noticeboards or in Guild HQ
- have non-students campaign on your behalf
- disrupt student learning or study
- display political party logos or politically branded clothing
- put campaign materials in unauthorised locations or somewhere they could damage Guild or University property
- offer an incentive or reward for someone to vote or not vote
- interfere with another candidate's campaign or campaign materials

- harass, bully, menace or intimidate anyone - including online, through direct messages or in group chats.
- campaign in or around the library or its entrances

The Guild or University may also designate other campaign-free zones – these will be published closer to the time of campaigning if designated.

If you're planning your own campaign event, it must be approved by the Student Guild in advance.

Election events

There are plenty of opportunities throughout the election period to get involved, meet students and make the most of your campaign.

29 SEPTEMBER · ONLINE

Nominee Briefing with the IRO

Join the Independent Returning Officer for a briefing before campaigning begins, covering the election process, campaigning and what to expect as a nominee.

8 OCTOBER · SUNSHINE COAST CAMPUS

Stress Less Fest

Join the Guild team and talk to students about why they should vote for you.

Want to display your campaign materials? A-frame space will be available first come, first served, with space for each participating candidate to display one A4 poster.

14 OCTOBER · SUNSHINE COAST CAMPUS

Free Dinner + Candidate Soapbox

Take the mic! You'll have three minutes to tell students who you are and why they should vote for you, with at least 150 students expected to be there.

15 OCTOBER · ONLINE

Candidate Town Hall

Sign up for a few minutes to tell your fellow students why they should vote for you, answer questions from the audience and hear from your fellow candidates.

Voting & results

Voting: 19–30 October

Voting takes place online by **secret ballot**. Eligible students vote for the candidates they want to represent them, with positions awarded to the candidates who receive the highest number of votes.

When will I know the result?

After voting closes, the Independent Returning Officer will issue **provisional results within two working days**.

Candidates and voters have **two working days** to appeal a decision of the Returning Officer or a provisional result. Once the appeal period has passed and any appeals have been resolved, the results will be formally declared.

Results will be published on the Student Guild website and emailed to students.

What if I'm elected?

Your term officially begins on **1 January 2027**.

The Guild will be in touch before then with information about **induction, training and getting started in your role**.

What if I'm not elected?

There are still plenty of ways to get involved with student representation and the Student Guild. Keep an eye on Student Voice for future opportunities.

Voting events

19 OCTOBER · SUNSHINE COAST CAMPUS · 3–7PM

Democracy BBQ

It's the first day of voting! Head to the Guild lawns and grab a **free sausage for the opening of the elections**!

27 OCTOBER · SUNSHINE COAST CAMPUS

Democracy Brunch BBQ

It's exam week and voting is still open. Head to the Guild lawns for a **bacon and egg roll or similar** to celebrate voting and fuel up before your exams.

Voting closes 30 October.

Candidate checklist

Ready to nominate? Make sure you've got everything covered.

Before you nominate

☐ Check you meet the eligibility requirements for your position
☐ Register on BigPulse
☐ Prepare your **Candidate Profile**
☐ Submit your nomination by **25 September**

Once you've nominated

☐ Keep an eye on your student email for confirmation from the Independent Returning Officer
☐ Attend the **Nominee Briefing on 29 September**
☐ Read the campaign rules before you start campaigning
☐ Plan how you'll connect with the students you want to represent
☐ Make the most of the candidate events and opportunities available

Key dates

14–25 September : Nominations
29 September :Nominee Briefing
1–16 October : Campaigning
19–30 October : Voting
1 January 2027 : Elected representatives commence their term

Need help?

If you have questions about the SRC, available positions or the election process, get in touch with the Student Guild.

SRC@usc.edu.au