



MSA Representative Elections 2017-2018

Role Description, Voting and Campaign Guidelines

Thank you for your interest in becoming an MSA Representative. Please make note of the following important information about the role, our voting period and campaigning guidelines.

List of Representatives

Candidates must identify within the representative category they stand for, for example, only Year 1 MA students can apply to become the Year 1 MA rep.

- **Stage 1:** 3 roles (MA, MB, MC)
- **Stage 2 Year 2:** 3 roles (Lewisham, St Thomas', KCH)
- **Phase 3:** 3 roles (Lewisham cluster, GSTT cluster, KCH Cluster)
- **Stage 3 Year 4:** 3 roles (Lewisham cluster, GSTT cluster, KCH Cluster)
- **Stage 3 Year 5:** 3 roles (Lewisham cluster, GSTT cluster, KCH Cluster)
- **Disabled Students' Representative:** 1 role (student can be in any year but must self-define as a disabled student)
- **Graduate/Mature Students' Representative:** 1 role (student can be in any year but must self-define as a graduate and/or mature student and be willing to represent **both** parties)
- **International Students' Representative:** 1 role (student can be in any year but must self-define as an international student)
- **Equality and Diversity Student Representative:** 1 role (student can be in any year but must be willing to represent the interests of minority groups of any form)

Key Responsibilities

Your role as an MSA Representative would be to:

- Be responsible for representing the interests of MSA members amongst your constituency (year/group/cluster) to the MSA core committee and the School of Medical Education.
- Be a point of contact for the MSA core committee and the School to collate information on student experience, teaching, welfare and assessment from within your constituency.
- Individually and with the MSA core committee engage with your constituency and keep them updated regularly on your work.
- Relay information effectively to resolve ongoing issues.
- Stand as the voice of your community at regular meetings throughout the year (mandatory attendance at termly SSLC, Head of Year and relevant program management meetings)
- In addition to this, representatives will receive a mandatory training session provided jointly by the MSA and KCLSU. They will also receive necessary support from the MSA core committee.

Person Specification

There are over 2000 medical students at GKT; it is easy for students to feel ignored. The representative role is the crucial interface between the students and staff. Therefore, it would be useful for the ideal candidate to be:

- **Motivated** to instigate positive change in their student community alongside their own studies.
- **Approachable** to your student community, encouraging regular feedback.
- **Committed** to improving student experience and the necessary workload associated with this.
- **Strong communication skills** to gather key concerns and relay these effectively to the appropriate individual.

Key Dates

25th September - 4th October: Nominations - your chance to nominate yourself online with your manifesto:

6th October: Campaigning begins at 10am - candidates must not begin campaigning in any form until nominations have closed and the full list of candidates has been announced.

9th - 12th October: Election period - all current medical students at GKT are eligible to vote.

Campaign Guidelines

These guidelines are based on those from the KCLSU Student Officer elections. It is important that we strive to maintain these guidelines to ensure we remain a fair and open student group. If you have any questions about these guidelines and their implications, please do not hesitate to get in touch at kclmsa1@gmail.com.

- Campaigning must not take place before nominations close and the full list of candidates is formally announced by the MSA and KCLSU.
- 'Campaigning' includes, but is not limited to: online campaigning, postering, flyering, lecture shout outs, and face-to-face campaigning.
- All campaigners (candidates and those campaigning on their behalf) are responsible for their own conduct during the election period.
- Candidates must not produce publicity/campaign material that is in any way discriminatory (either in print, online, or verbally).
- No person may vote on behalf of another student.
- Candidates must not use negative campaigning tactics or defame other candidates.
- Electronic devices belonging to (or on loan to) a candidate or their campaign team may not be used by any other student to vote: this means no 'laptop campaigning'.
- Candidates/campaign teams should not remain within close proximity to a student who is casting their vote, or attempt to interfere with a student who is casting their vote.
- Candidates must not use a loud-hailer or other amplifying equipment within college grounds.
- Candidates must not use stickers, glue or tape on KCLSU or KCL property (posters can be put up with blu-tack in allocated areas such as the notice boards in the Spit).
