

HOUSE PRESIDENT

Nomination Package



MAIN CAMPUS RESIDENTS' COUNCIL | HOUSE PRESIDENT ELECTIONS 2012

Your Student Government in Residence.



Dear Friend,

I'd like to take this opportunity to congratulate you on becoming a candidate for the position of House President. Working within the MCRC is a profoundly rewarding and challenging experience, and being a House President is no different in this regard. You have the chance to learn valuable leadership skills, mentor fellow staff and residents, and become a vital part of the residence system at Queen's University. I wish you all the best in the pursuit of this endeavour.

There are several important dates to keep in mind as we enter the elections process:

Nomination Period: 8:00am, Monday, January 30th, 2012 – 7:00pm, Friday, February 10th, 2012

Information Session: 7:00pm, Monday, February 6th, 2012 (Upper Victoria Hall Common Room)

All-Candidates Briefing*: 7:30pm, Saturday, February 11, 2012 (Victoria Hall Room A011)

Campaign Period: 12:01am, Sunday, February 12 2012 – 11:59pm, Tuesday, February 14, 2012

(All campaign material must be removed by 8:00pm on Wednesday)

Polling Day: Wednesday February 15 and Thursday February 16, 2012

Included in this nomination package are the following documents, that must be completed in full and returned to the Chief Returning Officer (CRO), c/o the MCRC office, 106C Victoria Hall, no later than **7:00pm, Friday, February 10th, 2012:**

- A letter of nomination (**no teams**) and accompanying letter of acceptance
- A list of **no less than 25 and no more than 35 nominators, drawn from the house or building in which the position is being contested.** Information listed must include the nominator's legible printed name, house, room number, and signature.
- The Resignation/Leave of Absence Form for any positions, internal or external to residences, that may provide an unfair advantage for the duration of the elections period.

Additionally, copies of formal letters of leave of absence **must** be included. In the case of residence staff members, copies must be sent to the appropriate supervisors (i.e.– House President for Floor Representatives, Vice President (Discipline) for Discipline Facilitators, Vice President (Residence Affairs) for Social Facilitators and House Presidents, MCRC President for MCRC Executive, and Residence Life Coordinator for Dons).

*All candidates must attend a **mandatory Candidates Briefing at 7:30pm on Saturday, February 11th, 2012 in the Upper Victoria Hall Common Room. Failure to do so will result in suspension of campaigning privileges.**

Proxies are allowed to attend the meeting if they are approved by the CRO/CEO no less than 3 hours before the meeting.

Please be aware that **all** campaign materials must be approved by the CRO, and all posters must abide by the MCRC Policy on Signage in Residence. Candidates **must** abide by the **Elections Bylaws (Section 8)** as outlined in the MCRS Bylaws, and are **strongly** encouraged to familiarize themselves with the relevant sections of the Society Constitution and Bylaws. **Upon announcing candidacy by accepting nomination, you will have signed an official declaration of knowledge of the contents of these documents.** They can be obtained from the CRO, MCRC Executive members, or online. (<http://www.mcrcweb.org/getdocuments.php>)

The spending limit for a House President Campaign will be **\$35.00**. A full list of campaign expenditures, including copies of any campaign materials, is due in the MCRC office by **7:00pm Wednesday, February 15, 2012**. Individuals who receive the required amount of votes and abide by the election bylaws will be reimbursed for this amount.

Finally, good luck! If you have any questions, concerns or problems, please contact the Chief Electoral Officer or the Chief Returning Officer. Feel free to speak with any one of us or with your own House President if you have any questions about the position or its responsibilities.

Best wishes,

Haotian Wang Chief Electoral Officer
Mark Szenteczki Chief Returning Officer

Important Contact Information

Haotian Wang, Chief Electoral Officer	613-583-7668	ceo@mcrcweb.org
Mark Szenteczski, Chief Returning Officer	613-929-1254	mark.szenteczki@queensu.ca



MAIN CAMPUS RESIDENTS' COUNCIL | MCRC HOUSE PRESIDENT ELECTIONS
 - NOMINATION LETTER -



I, _____, of _____,
Please print name (no teams) Room & Residence
 nominate the following individual as a candidate for the position of President of
 _____.
House

_____ of _____
Please print name of candidate Room & Residence

_____ and _____
Telephone Email address

_____ Signature of Nominator _____ Date



MAIN CAMPUS RESIDENTS' COUNCIL | MCRC HOUSE PRESIDENT ELECTIONS
 - NOMINATION ACCEPTANCE LETTER -



I, _____, accept my nomination and thus announce my respective
Please print name (no teams)
 candidacy for the House President position of _____. I agree to abide by all
 rules for elections and candidacy, as outlined in the MCRS Bylaws Section 8. I hereby declare that I
 have knowledge of these documents and realize that failure to follow the guidelines, at any time, as
 determined by the CRO, and as stated in the abovementioned documents, could result in disciplinary
 action as determined by the CEO. Furthermore, I hereby declare that I have read and understood the
 House President Job Description and agree to all terms and conditions contained therein.

_____ Signature _____ Date



MAIN CAMPUS RESIDENTS' COUNCIL | MCRC HOUSE PRESIDENT ELECTIONS
– RESIGNATION/LEAVE OF ABSENCE FORM –



I, the undersigned, declare an official leave of absence and/or resignation from the following position(s), effective immediately. I understand that I am prohibited from engaging in any activity pertaining to these positions until the completion of the House President elections.

***NB: If available space is not sufficient, please enclose the remaining positions on a separate sheet.*

Name: _____

Position(s): _____

Signature

Date



MAIN CAMPUS RESIDENTS' COUNCIL | MCRC HOUSE PRESIDENT ELECTIONS
 - NOMINATIONS FORM -



We, the undersigned members of the MCRS, nominate _____ as a candidate for election to the position of House President of _____.

NB: Information below must be printed clearly in block letters. Illegible entries will be disregarded. No less than 25 and no more than 35 signatures may be collected.

First name	Surname	House	Room#	Signature
01				
02				
03				
04				
05				
06				
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09				
10				
11				
12				
13				
14				
15				
16				

Surname	First Name	House	Room#	Signature
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Make sure that the nomination package is entirely completed.

Please return this nomination package to the MCRC Office (106C Victoria) no later than 7:00pm on Friday, February 10, 2012. Nomination packages must be enclosed in a sealed envelope, and should not have names or identifying material on the envelope. Simply write the heading: "MCRC 2012 House President Elections - Nomination Package - _____ House".