



# Student Association of George Brown College

<b>Job Title:</b>	Election Appeals Committee Member	<b>Job Category:</b>	
<b>Department/Group:</b>	Elections	<b>Job Code/ Req#:</b>	
<b>Location:</b>	Various	<b>Travel Required:</b>	Yes
<b>Level/Salary Range:</b>	See work hour requirements	<b>Position Type:</b>	Volunteer
<b>HR Contact:</b>	Human Resources	<b>Start Date:</b>	
<b>Will Train Applicant(s):</b>	Yes	<b>Posting Expires:</b>	March 5, 2018 by 11:59PM

**E-mail:** humanresources@sagbc.ca

**Subject Line:** <your name>: Election Appeals Committee Member

**Job Description:**

This is a short-term volunteer position that requires two (2) impartial individuals to hear (and an alternate) and resolve any appeals made by candidates in the General 2018 Student Association Election.

**The Election Appeals Committee will be empowered to:**

- Any candidate appealing a ruling of the Chief Returning Officer (CRO) will present their case to the Election Appeals Committee in accordance with the committee’s rules of order.
- The Election Appeals Committee will convene a meeting within 72 business hours of a receipt of appeal. Following the meeting, the Election Appeals Committee shall render a decision within 24 hours.
- There will be an automatic meeting of the Election Appeals Committee if a candidate is disqualified.
- Once the Election Appeals Committee makes a decision, it will be final and not open to be appealed again; the Election Appeals Committee will ensure detailed reasons are given when decisions are made.

**Requirements:**

- Must be a full-time George Brown College student.
- Must not be a staff member (FT or PT) of the Student Association.
- Must not be an elected representative of the Student Association.
- Must not be a candidate or affiliated or associated with any candidate’s campaign in the 2018 election.
- Must be available to attend meetings on short notice during the evenings and weekends.
- Conflict resolution skills an asset.
- An excellent communicator.
- Responsible, impartial, punctual, reliable and highly organized.

**Work Hour Requirements:**

Committee members are expected to be on-call to attend meetings as needed during the Student Association Election (March 5<sup>th</sup> to 30<sup>th</sup>). Individuals will receive a \$75 retainer for the willingness to serve on the committee and \$25.00 per meeting honorarium at the end of the election period if they are called to meet. The Committee will meet for a training session in late February.

*Mission Statement:*

*We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.*

*Commitment to Equity:*

*The Student Association is an equal opportunity employer and welcomes candidates from among those groups of individuals that are traditionally underrepresented to apply.*