

Release Date: August 21, 2019  
Kill Date: October 2, 2019

**SEC Election Consultants**  
**Students' Election Commission Position Available**

Associated Students is now accepting applications for the position of Elections Consultants. The deadline to apply is October 2, 2019 at 5:00 pm. Applications may be submitted via e-mail to Christy.riggins@sjsu.edu, or hand-delivered to the A.S. Government office on the 2<sup>nd</sup> floor of the Student Union. When sending an e-mail, please write the position in the subject line for which you are applying. *Please retain a copy of your application for your records.*

<b>MINIMUM QUALIFICATIONS</b>
-------------------------------

Applicants must fulfill all minimum qualifications as outlined in University Policy S05-4, Academic Qualifications for Student Office Holders, which include but are not limited to the following:

- Must be matriculated at SJSU
- Must be in good standing with SJSU
- Must not be on probation of any kind, e.g., academic, administrative, judicial, etc.
- Must maintain a cumulative on-campus GPA of at least 2.0 while in office and the semester running for office
- Must maintain the minimum unit load (6 units for undergraduate students and 3 units for graduate students)
- Must have no more than 150 cumulative units throughout the term being served.

Failure to obtain the required GPA or maintain the minimum unit load by the end of the semester makes the student immediately ineligible to continue to hold office or (in the case of candidates) ineligible to assume office.

Applicants must possess the following qualities in order to take office:

- Able to work with others as a team
- Able to handle conflicts
- Have an understanding of Robert's Rules of Order
- Able to make ethical decisions when required
- Be knowledgeable about the Elections Regulation Manual (ERM) and Student Conduct Code
- Understand the structure of the Association Students

2019-2020 Students' Election Commission officers will end their terms by May 31, 2020.

## **POSITION DESCRIPTION**

The Election Consultants shall:

- a. Provide input and consultation about all areas of the election process, voter engagement, and interpreting and applying election rules and regulations.
- b. Help market and execute any candidate or election event alongside the SEC Marketing & Events Officers.
- c. Serve as a voting member on the SEC meeting.
- d. Serve as a poll watcher during scheduled election dates.
- e. Perform other SEC duties as designated by the SEC.
- f. Provide support for the A.S. Marketing and Events department.
- g. Maintain office hours during all election cycles.

## **BENEFITS**

Serving on the Students' Election commission provides students with numerous benefits, which include:

- Having the opportunity to serve and create positive change for the campus
- Learning how to deal with real-world issues
- Obtaining transferable skills, especially in the area of leadership
- Working with other talented students and staff
- Earning a \$180 stipend per month

If you have any further questions or concerns regarding this application, please contact Christy Riggins at (408) 924-6240. Thank you in advance for your interest in becoming a part of the SEC leadership. We look forward to reviewing your application.

---

---

Click on this link for the application: <http://as.sjsu.edu/asdocs/OpenDoc.jsp?id=1220>