



# Selection and Election process for the Global Student Forum Steering Committee

**Mandate:** [Year–Year]

**Issued on:** [Date]

Dear member organisations of the Global Student Forum,

It is time to identify your new representatives to the Steering Committee of the Global Student Forum (GSF). The Steering Committee is the leadership body of GSF, responsible for guiding the organisation's strategic direction and ensuring that the perspectives of all constituencies are reflected in its work.

Each year, the following constituencies appoint members to the Steering Committee:

- **National Student Unions (NUS)**
- **Student Organisations (SO)**
- **Subject-Based Student Organisations (SBSO)**
- **Regional Student Unions (RSU)**

The NUS, SO, and SBSO constituency each may elect one representative. Each RSU may select one representative according to its internal rules.

## Timeline

### **1. Call Issued:**

Early May

### **2. Deadline for Nominations (NUS, SO, SBSO):**

Approximately three weeks after the call:

**3. Distribution of Candidate Materials:**

Within 3 days after the nomination deadline:

**4. Digital Election Meetings (NUS, SO, SBSO):**

Held start-June:

**5. RSU Selection Deadline:**

Same period as elections, no later than 15 June:

**6. Formal Announcement of the New Steering Committee:**

No later than 25 June

**7. Start of Mandate:**

1 July

## **Role and Responsibilities of a Steering Committee Member**

A member of the Steering Committee:

- Strategizes and oversees the development of long-term projects,
- Supervises specialised policy domains,
- Represents and promotes GSF interests in external forums.
- Formulates and ratifies strategic directions and policy stances,
- Works with the Secretariat to recruit volunteers and staff,
- Establishes working groups for specific policy challenges,
- Aligns the skills and roles of GSF entities with overall strategic objectives,
- Engages actively with GSF membership through transparent communication and updates,
- Monitors financial outcomes and stays informed about GSF's fiscal status.

### **Eligibility and Expectations**

- Candidates must have been active in a GSF member organisation within the past two years.
- They are not required to be full-time registered students, but must show ongoing commitment to the nominating organisation.
- It is highly recommended that candidates do not hold additional leadership positions in their GSF member organisation during their mandate.
- Candidates must ensure they can commit sufficient time to their Steering Committee responsibilities.

## Compliance with the GSF Regulatory Framework

All constituencies must ensure that their nomination or selection processes comply with the Global Student Forum's regulatory framework, as outlined on the [GSF Transparency Page](#). In particular, constituencies are required to follow the Function of Constituencies document, which sets the standards for constituency governance, internal democracy, and representation.

This includes:

- Conducting transparent and inclusive internal consultations,
- Following the approved constituency governance model,
- Ensuring the selected representative is accountable to their constituency,
- Documenting any selection or election procedures,
- Communicating any updates or changes to GSF in a timely manner.

Constituencies that do not adhere to these requirements may be asked to revise their processes to remain in compliance with GSF's governance framework, and may be denied the right to appoint a representative to the Steering Committee until compliance is ensured.

# Part I: NUS, SO, and SBSO

## Call for Nominations

### What to Submit

To nominate a candidate, these constituencies must submit:

- A signed nomination letter,
- A motivational letter from the candidate,
- Contact information for a substitute who can step in if the elected representative cannot fulfil their obligations.

### Submission Form

Selections must be submitted through the official form before the deadline.

Access the form here: [\[form link\]](#)

This is the only valid method for submitting a nomination.

## Election Process for NUS, SO, and SBSO

After the nomination deadline:

- All eligible organisations in the constituency will receive the list of candidates and their materials.
- On the election day, organisations will convene digitally for the election meeting. Candidates will present their motivation and answer questions. A majority vote will take place; the candidate with the most votes is elected.
- Each participating organisation must designate one voting representative for the election meeting.
- Guests may attend, but only voting representatives, candidates, and the GSF Coordination Team have speaking rights.

## Part II: Regional Student Unions

### Selection Process

Each Regional Student Union conducts its selection process according to the rules outlined in its approved constituency document.

#### What to Submit

To officially select a Steering Committee member, RSUs must submit a signed selection letter including:

- The name of the selected Steering Committee member,
- The name of the substitute,
- Contact information for both individuals,
- confirmation that the RSU followed its approved internal process.

#### Submission Form

Selections must be submitted through the official form before the deadline.

Access the form here: [\[form link\]](#)

This is the only valid method for submitting a selection.

## Questions

For any clarification regarding the nomination or selection process, please contact the GSF Secretariat.

## Issued by

This call for nominations and selections to the Steering Committee of the Global Student Forum is issued under the authority of the Executive Director.

**For the Global Student Forum**

[Date]

[Signature]

[Name]

Executive Director  
Global Student Forum