Inverness Depute Presidents By-Election

Nominations Pack

Autumn 2026

The Roles

The Inverness Depute President (Community) and the Inverness Depute President (Representation) are two of HISA's Local Officers. Local Officers are full-time or part-time Student Officer roles, each with a remit covering a specific UHI academic partner.

The Inverness Depute President (Community) helps improve the student experience by supporting activities and events that enhance the student experience.

The Inverness Depute President (Community) role involves...

Encouraging students to join, run and be a part of HISA's clubs, societies, and networks at UHI Inverness.

Developing ideas for community-building at UHI Inverness, including activities and events.

Leading HISA's work on equality, diversity, and including at UHI Inverness, including engaging with college committees and staff.

The Inverness Depute President (Representation) helps improve the student experience by feeding back the key issues that affect students, both to UHI Inverness and HISA.

The Inverness Depute President (Representation) role involves...

Sitting on the UHI Inverness Board of Management.

Being Lead Student Representative in UHI Inverness's Tertiary Quality Enhancement Review (TQER) in 2027.

Leading HISA's engagement with Student Voice Reps (SVRs) and responding to their issues about the learning experience.

Key Election Dates

Nominations Open
Noon (12:00) Monday 16th November 2026

Nominations Close
Noon (12:00) Thursday 26th November 2026

Manifesto Deadline
Noon (12:00) Monday 30th November 2026

Voting Opens
10am Tuesday 1st December 2026

Voting Closes
Noon (12:00) Thursday 3rd December 2026

How To Nominate Yourself

Nominating yourself is easy!

You can nominate yourself online by logging on with your UHI login details at https://hisa.uhi.ac.uk/elections.

Once logged in with your UHI login details, scroll down the page to find the '**Inverness Depute Presidents By-Election**' section.

Next click on '**Stand in Election**'.

After confirming your details, you will be taken to a screen where you can nominate yourself.

Having issues or problems nominating yourself?

Contact elections.hisa@uhi.ac.uk with the following details so we can investigate:

Full Name / UHI Email Address / Student number / The election and role you are trying to nominate yourself for.

The Benefits

Being a Local Officer is a great way to meet new people, make a difference, as well as develop your employability.

As a Local Officer you will have the opportunity to...

Meet new people across the Highlands & Islands.

To improve the student experience at UHI Inverness.

Undertake a year's funded part-time work experience* leading one of Scotland's biggest Students' Associations that will make you stand out to future employers

**£13.45per hour, 12 hours per week.*

Getting Votes

Once you have nominated yourself you will need to get votes to win.

Write a Manifesto!

One great way to promote yourself and get people to vote for you is to write and add a manifesto to your nomination.

Your manifesto should include your name, what role you are running for, some information about yourself, as well as reasons for why people should vote for you, including any policy pledges and relevant experience you have.

You can upload a photo or add a manifesto to your nomination by logging on at **https://hisa.uhi.ac.uk/elections/** and selecting '**Review Nominations**' followed by '**Edit Manifesto**'.

Campaign!

Another great way to promote yourself and get people to vote for you is to campaign.

Campaigning is simply trying to reach out to as many people as you can to ask them to vote for you. There are many tools you can use to campaign including leaflets, posters, banners, T-shirts, as well as social media posts.

Vote!

Finally, remember to vote for yourself.

Candidates have lost elections in the past because they didn't vote for themselves!

Remember...

Those who read manifestoes are those most likely to vote!

People get bored, so less can be more!

Personalise your manifesto so it stands out!

Remember...

Campaigning equals votes. The more you campaign. the more votes that will get.

Simple Manifesto Template

Here is a simple guideline on how to set out your manifesto.

You can lay your manifesto out as you wish. But feel free to use this template as a basic idea.

Introduction:

Hello, my name is...

I am running for...

I am running because...

I have these experiences which I could use to benefit students...

I have previously been involved with HISA through...

Policy Pledges:

If elected, I will campaign on the following three things:

1.) ...

This issue is important because...

I will achieve this through...

2.) ...

This issue is important because...

I will achieve this through...

3.) ...

This issue is important because...

I will achieve this through...

Closing Statement:

Please make sure you remember to vote...

My name is... and I am running for...

Please consider voting for me between ...

Remember...

Including your UHI email address within your manifesto makes it easier for students to get in touch with you if they have any questions!

Got any questions about the Inverness Depute Presidents By-Election?

Email elections.hisa@uhi.ac.uk

Election Rules

HISA has election rules in place to ensure that it's Student Elections are fair and open.

All candidates and their campaign team members are expected and required to conduct their campaigns and all their campaign activities within the Students' Association's elections rules.

HISA's election rules are interpreted and enforced by the Student's Association's **Returning Officer (RO)** and **Deputy Returning Officer (DRO)**.

Below are some of HISA's Election Rules. A full copy of HISA's Election Rules can be found at **https://hisa.uhi.ac.uk/electionrules**

(PC03) Candidates and their campaign teams must not disrupt timetabled learning and teaching on campus. Permission to conduct 'lecture shouts' at the beginning or the end of lectures should be sought in advance from the relevant lecturer/ teacher.

(PC04) Candidates and their campaign teams can assume that they have permission to campaign as well as to display and distribute campaigning material around UHI campuses and learning centres, however they must be prepared to cease any campaigning and/ or remove any campaigning materials from a particular area if asked to do so by either a HISA Elections Team member or UHI staff member.

(PC05) Candidates and their campaign teams may only alter, move or remove their own physical campaign materials.

(PC08) Candidates must not display or use the Students' Association's logo or any UHI logo on their physical or electronic campaign materials.

(PC10) Candidates and their campaign teams may not use laptops, tablets and smartphones to collect votes during the voting period.

***Please Note ***

You must not campaign, either online or in-person, before voting opens at 10am on Tuesday 1st December 2026.

Returning Officers

The **Returning Officer (RO)** for the Inverness Depute Presidents By-Election is **Peter Robertson**, Charity Director at the National Union of Students (NUS).

The **Deputy Returning Officer (DRO)** for the Inverness Depute Presidents By-Election is **Simon Varwell**, HISA's Director of Student Engagement & Representation.

The Returning Officers can be contacted via email at **elections.hisa@uhi.ac.uk**

Election Expenses

Candidates in the Inverness Depute Presidents By-Election are able to **claim and spend up to £20 of funding from HISA** on campaigning.

Candidates in the Inverness Depute Presidents By-Election may also spend up to **£10 of their own money** on campaigning.

Please Note

All candidates must submit an **Elections Expenses Form** regardless of whether they have spent anything for their campaign by **noon (12:00) Thursday 3rd December 2026.**

The Elections Expenses Form can be found at **https://hisa.uhi.ac.uk/candidateresources**