

FSA Chair and Vice Chair Election Policy

Introduction

This document is drafted in accordance with the existing Articles of Association (Articles) of the Football Supporters' Association (The FSA)

The purpose of the Election Policy is to ensure that the Association Chair and Vice Chair positions' elections are conducted in a democratic manner.

Elected representatives to each position will serve for a term of two years.

Definitions

This document uses several terms which are defined in the Association Articles.

Timetable

1. The election will take place at the Association's AGM.
 - 1.1 The vacant position will be confirmed by the Secretary.
 - 1.2 The Secretary will arrange for the nomination forms to be circulated.
 - 1.3 The Secretary will circulate ballot papers to all Association Members who have registered to vote in the AGM pack.

Election Management

2. The Returning Officer will be the Association CEO, supported by the Secretary and designated members of staff, appointed by the CEO as necessary.

Nominations and Eligibility

3. Any member of the Association may stand as a candidate for the position of Chair or Vice Chair of the Association and can self-nominate.
4. The Returning Officer and Secretary will verify that nominations are valid.
 - 4.1 Nominations can be made at any time from the issue of the nomination forms up until the notified close of nominations.
 - 4.2 It is the candidate's responsibility to ensure that their nomination is valid and submitted in accordance with the election timetable. The Secretary will acknowledge receipt of all nominations.
 - 4.3 Candidates must submit a statement in support of their nomination of no more than 300 words and may also submit a photograph for publication with their statement.

- 4.4 Any statements which are deemed by the Returning Officer to not conform to the Values of the Association, as set out in the Articles, will have their nomination invalidated.
- 4.5 By submitting a nomination, candidates will be deemed to have read and accepted this Election Policy and rules adopted by the Association and to have agreed to be bound by them. Specifically, candidates are self-certifying that they have read the role descriptions for the position they are standing for and understand the requirements of the role.
- 4.6 Any decision by the Returning Officer to not accept a nomination due to it being incomplete should be notified to the candidate as soon as possible in order that the situation may be rectified.
- 4.7 The Secretary will only confirm the number and names of nominations once the close of the nominating period has passed.

Statements and Campaigning

5. Campaigning will be restricted to the statements submitted by the candidates and no hustings will be held.
6. During the election the Returning Officer, Secretary or the Board may not provide advice to voting members as to the suitability of any candidate nor issue any voting advice to members collectively.

Voting & Result

7. Voting will normally be conducted at the Association's AGM, unless otherwise agreed and approved by the Secretary.
8. If there are more candidates than positions available, the Secretary will issue ballot papers and copies of candidates' statements to all Members of the Association.
 - 8.1 All members will be issued with one ballot paper. Two or more ballots received from the same Individual, Associate or Affiliate organisation will not be accepted. If multiple ballots are received from the same Individual, Associate or Affiliate then none will be accepted.
 - 8.2 Votes may be submitted by electronic means up to the time stated on the ballot paper for those unable to attend and vote in the meeting. The Count will be made at the AGM after voting has closed.
 - 8.3 Voting will be weighted with Affiliates receiving five votes and Associates and Individuals receiving one vote.
 - 8.4 The highest placed candidate in terms of total votes will be deemed elected.
 - 8.5 If, after all votes have been counted, two or more candidates are tied for any vacancy, lots will be drawn to determine who is elected.
9. If there is only one candidate an affirmative ballot will be held at the AGM.

Each successfully nominated candidate will be put before the meeting for the approval of members. Any candidate not receiving the support of at least 50% of those voting will be deemed to have not been elected.

10. The result will be communicated to members at the AGM, on the Association's website, social media, and in the Association's network email groups.