



HEU's 34th biennial convention: Provincial Executive elections

Please read these guidelines carefully.

WHEN: Sunday, October 20 to Friday, October 25, 2024

WHERE: Vancouver Convention Centre East, 1055 Canada Place

WHAT: HEU convention delegates will elect 27 members to the union's Provincial Executive (P.E.). The P.E. governs the union between conventions.

HOW: The HEU *Constitution and By-Laws* set out a process for convention delegates to indicate their intention to run for a P.E. position in advance of convention. It's important to note that participating in this process **is not a requirement** for those delegates who wish to seek election.

WHO: Delegates will elect the president, financial secretary, three vice-presidents, three trustees, 13 regional vice-presidents (RVP) and six diversity vice-presidents (DVP).

PROCESS:

Delegates will break into five regional caucuses to elect their regional vice-presidents (RVPs).

Each diversity vice-president (DVP) will be elected during a caucus composed of delegates identifying with one of six corresponding equity groups: 2-Spirit, women and non-binary workers; Indigenous workers; workers of colour; workers with disabilities; 2SLGBTQIA+ workers; and young workers.

Caucus meetings for each designated equity group will be held at different times so that delegates can attend any caucus with which they identify.



GUIDELINES:

As per Article 6, Section A of HEU's constitution, P.E. candidates have an opportunity to submit bios, statements and photos on an online webform, which will be sent to convention delegates in a special mailing as well as posted on HEU's website. Candidates can also have photocopy-ready leaflet printed by HEU's Provincial Office.

Here's the criteria:

- Candidate bios with statements and digital photos must only be submitted via the online webform by **Tuesday, July 23 at 5:00 p.m.**
- Candidate statements will automatically be cut off on the online webform at the 200-word limit, and candidate bios will be cut off at the 100-word limit.
- No handwritten, scanned, emailed or faxed submissions will be accepted.
- Provincial Office staff will edit grammar, spelling and typos, but will not edit for style, content or length.

HEU WEBSITE PROMOTION:

The P.E. candidate webform bios with statements and photos will be formatted in a standardized style and posted on the union's website in the HEU convention section, and will be included in a mailing to delegates in September, as per the constitution.

Any submissions after the **July 23 at 5:00 p.m.** deadline will not be included. These guidelines will be strictly applied.

If you need assistance, please email convention@heu.org.

CANDIDATE LEAFLETS:

In addition, candidates can have the Provincial Office photocopy a leaflet for distribution.

- The Provincial Office will produce up to 1,000 copies of the leaflet.
- The photocopy-ready leaflet will be copied in black and white only, on one or both sides as indicated by the candidate, on 8½ X 11 white paper (letter size).
- The Provincial Office will not provide format, layout, editing assistance or folding of leaflets.

- Candidates must email a PDF of their leaflet by **Friday, September 6 at 5:00 p.m.** at **convention@heu.org – subject line: P.E. candidate leaflet for printing.**
- The photocopies will be ready for pick up, or mailing, to the candidate within two weeks. Please specify an address you want the leaflets mailed to, or whether you want to pick them up at convention, or at the Provincial Office.

AT CONVENTION:

Delegates will have an additional opportunity to submit bios and statements with a photo at the beginning of convention, as per Article 6, Section A of HEU's *Constitution and By-Laws*.

P.E. candidate photos will be taken by HEU convention photographer Josh Berson on Monday, October 21 over the lunch break. Further details will be announced at the convention plenary.

All delegate bios and photos will be displayed at convention 19 hours before the first P.E. elections.

SPECIAL NOTES:

You **must** be a convention delegate to run for a position on the Provincial Executive.

If your local has not yet elected delegates and you wish to run for the P.E., please submit the online webform by the July 23 deadline. You can withdraw it afterwards if you are not selected by your local as a convention delegate.