**Process for appointing “Heads of Campaigning”**

There is no outlined process in the SU Bye-Laws for appointing a Head of Campaigning for each side of a referendum debate. This document aims to outline that process to ensure that there is no bias in the selection of the Head of Campaigning, and that any campaigning funding can be distributed and spent appropriately.

**The process:**

Positions

1. Two positions will be made available:
	1. Head of Campaigning (Yes)
	2. Head of Campaigning (No)

Nominations

1. Nomination forms will be made at the start of the referendum debate.
2. The chair of the debate will announce this process before the debate commences.
3. Forms will have to be submitted to the Deputy Returning Officer before the debate has concluded.

Appointing the positions

1. If there is only one nomination for a position, then that person shall automatically be appointed into that role
2. If more than one nomination is received, a vote will take place via the STV method to elect that position
3. To ensure that there is no attempt to negatively affect the selection on the other side of the debate, each member in attendance will only be able to vote for one of the positions (either Head of Campaigning (Yes) or Head of Campaigning (No).

Ties

1. In the event of a tie, the position will be offered to both in a shared capacity, providing there is mutual agreement. If not, then the tie shall be settled by the drawing of lots.