



# JOIN HALL ASSOCIATION

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## Elections Interest Packet

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## What is the Hall Association?

Hall Association is a student government body focused on improving the quality of life in the residence halls. Getting involved with your Hall Association is a great opportunity for developing leadership skills, planning large-scale events for your building and unit, and working alongside your peers for your community. It's also an excellent way to meet new people, be an active leader, and participate in fun activities.

### Requirements of HA Executive Committee (ExComm)

You must:

- ☐ Be willing to serve for the entire 2025-2026 Academic Year
- ☐ Maintain a GPA of at least 2.0
- ☒ **Be available for Hall Association meetings [Tuesdays, 6-7pm or 9-10pm\*]**
- ☐ Attend **Speech Night** [Thursday, September 4th, time varies by Unit]
- ☐ Attend **All HA Training** [Monday, September 15th, 6:00-8:00pm]
- ☐ Fulfill the requirements of your specific position (see next page)

*\* This meeting time can be changed through Hall Association approval after elections*

# Hall Association Positions & Responsibilities

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## **President**

*\$500/semester*  
(up to 2)

- Be the Chief Executive Officer of the Hall Association
  - Set the agendas for and preside over all Hall Association meetings
  - See that duties of the Executive Officers are carried out
  - Oversee the planning and execution of Hall Association events and policies
  - Attend Residence Hall Assembly President Roundtable Meetings at least once a semester
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution, or assigned by the Hall Association
  - Paid position of \$500/semester (\$1000/term).
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## **Vice President of Finance**

(1 Position)

- Develop an itemized budget in conjunction with the Executive Committee to be approved by the Hall Association
  - Ensure that the Hall Association spends 40% - 50% of their budget in the first semester and exercise additional ethical financial practices
  - On a monthly basis, present to the Hall Association, Executive Committee, and Hall Staff updates on the state of the budget
  - Observe the protocols for residents or groups requesting funding or reimbursement from the Hall Association set forth by the advisor(s) in conjunction with Pro Staff advisors
  - Attend Residence Hall Assembly Vice President of Finance Roundtable Meetings at least once a semester
  - Carry out any additional protocols called for by the Residence Hall Assembly Excomm.
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution, or assigned by the Hall Association
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## **Vice President of Marketing**

(up to 2)

- Responsible for HA Communications
  - Create flyers, posters, and other means of announcing and communicating for Hall Association to the residents
  - Raise awareness of any Hall Association events or activities, or direct Hall Association members on how to do so
  - Work closely with the Vice President of Programming on publicizing the social events
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution, or assigned by the Hall Association
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## **Vice President of Programming**

(up to 2)

- Oversee the planning, and execution of all social activities and events in the Hall and Hall Association created by the Executive Committee
  - Work closely with the Vice President of Marketing on publicizing the social events
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution, or assigned by the Hall Association
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## **Vice President of Philanthropy**

*\$300/year*  
(1 Position)

- Organize a minimum of one service project per semester, receiving guidance and support from the Residential Service Initiative (RSI) Student Directors
  - Attend the RSI Seminar on **Wednesdays 1:30 - 2:30 PM**. This weekly seminar class (1 Unit) focuses on creating service projects and understanding social justice issues. This course is taught through the Public Service Center.
    - Instructions on enrollment will be provided after elections
  - This position will receive a one-time, \$300 stipend in the Spring semester upon successful completion of the seminar AND service project
  - Meet individually with their advisor(s) and Resident Director at least once each semester to go through goals, expectations, and evaluations
  - Work with the Residence Hall Assembly on system wide service-focused programs, or programs integrating aspects of service
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution, or assigned by the Hall Association
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## **RHA Representative**

(3 to 5 Positions)

- Attend all RHA General Assembly meetings on **Mondays 5:30 - 8:00 PM**
  - Serve as one of the voting representatives of the General Assembly of the RHA during official business meetings
  - Communicate all RHA General Assembly Meeting happenings, legislation, and discussion points to Executive Committee of the Hall Association
  - Carry out all duties required of Residence Hall Assembly Representatives under the Constitution and the Residence Hall Assembly bylaws
  - Carry out any other duties as set forth in these bylaws and the Residence Hall Assembly Constitution or assigned by the Hall Association
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## How to Apply

Candidates should prepare the following and complete the Application before the deadline: Monday, September 1st at 11:59pm.

→ **Determine which position you are applying for & understand the requirements for the position**

→ **Check your schedule to make sure you can attend Speech Night**

*(Thursday, September 4th) Any candidates with schedule conflicts will be allowed to submit a video in lieu of attending.*

→ **Provide a short statement (4-5 sentences) stating why you are interested in the position you are applying for**

*This will be featured in the Unit Newsletter, where your platform will be shared with all of your unit's residents.*

→ **Upload your digital campaign materials and/or pictures of your physical campaign materials**

*Campaign materials cannot be posted until the candidate receives an approval email from Hall Staff on Friday August 30th. This email will include, (1) the version of your digital materials with the approval stamp, (2) instructions on how to submit physical materials to the front desk for the approval stamp, (3) instructions on how to pick up blue tape / thumb tacks / etc. for campaign materials. (see [Campaign Guidelines](#))*

→ **Upload a photo for the Newsletter**

*Optional. This photo will be used in the newsletter to your unit's residents that will promote Speech Night & the upcoming Election.*

**Hall Association Applications  
AY 2025 - 2026**

[berkeleyrha.org/hall-association-elections](https://berkeleyrha.org/hall-association-elections)



## Campaign Guidelines

- Candidates may only post on approved spaces
  - Bulletin boards on the floors
  - Hallways ONLY using Blue Tape (provided after your application is approved)
- Postings cannot be on any other surfaces, including:  
***Any discovery of postings in restricted areas will result in immediate disqualification***
  - Floors (inside any space)
  - Sidewalks
  - Bathroom stalls
  - Windows (except for own bedroom)
  - Emergency exits (doors, walls, etc.)
  - Fire alarms / Smoke detector
- Postings cannot cover other candidates postings
- No candidate/candidate affiliate should remove the posters of other candidates
- Candidates are responsible for removing their own postings immediately after elections (deadline: Monday September 8th, 12 PM)
- The RD(s) and SRAs will not post or distribute flyers for candidates (excluding the Newsletter)
- No campaigning in the dining areas, mailrooms, and academic centers (This includes postings)
- No campaigning during quiet hours
- Candidates cannot promise favors or gifts in return for any type of assistance
- ProStaff can void an election/disqualify candidates

## Elections Timeline

Thurs, Aug 28 (1 pm)	Application Opens
Thurs, Aug 28	Info Sessions hosted at every Unit ( <i>time varies by Unit</i> )
Mon, Sep 1 (11:59 pm)	Application Closes
Tues, Sep 2	Candidates is informed if campaign is approved
Thurs, Sep 4	Speech Night ( <i>time varies by Unit</i> )
Fri, Sep 5 (10 am)	Voting Opens
Sep 5 - Sep 7	Campaign Period
Sun, Sep 7 (11:59 pm)	Election results released
Mon, Sep 15 (6-8 pm)	All HA Training (Alumni House, dinner provided)
Tues, Sep 16	First HA Meeting ( <i>time varies by Unit</i> )
Mon, Sep 22 (5:30-8pm)	First General Assembly (Unit 1 APR)