



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

SSMU Nominating Committee Recruitment Timeline Fall 2023

August-October 2023

Positions - Volunteer Contracts

Position: 4 Board Members-at-large

Position: 5 Judicial Board Members

Position: 1 Board International Student Representative

Position: 4 Nominating Committee Members-at-large

Recruitment Timeline

August 17th - August 21st: Smartrecruiters platform is updated. Applications are finalized and sent to the Communications team.

August 28th: Applications are promoted through socials and website.

August 21st - September 4th: Applications are open and accepting responses.

If the expected amount of applications is received by September 4th:

September 5th - 6th: Applications are reviewed by the Parliamentarian.

September 7th - 12th, depending on availabilities: NomComm meeting to go over the hiring process/interview procedures, review submitted applications, and shortlist candidates for interview. Collect availabilities to interview from NomComm members. The evening following this meeting, an email will be sent to the shortlisted candidates of each position with a doodle poll to select an interview date and time.

September 18th - 22nd: Interview period.



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September 25th or ASAP after: Final meeting to review interviews and submit each nomination to the BoD.

If the expected amount of applications is NOT received by September 4th:

Application deadline will be extended another 2 weeks, until **September 18th**.

September 19th - 20th: Applications are reviewed by the Parliamentarian.

September 21st - 26th, depending on availabilities: NomComm meeting to go over the hiring process/interview procedures, review submitted applications, and shortlist candidates for interview. Collect availabilities to interview from NomComm members. The evening following this meeting, an email will be sent to the shortlisted candidates of each position with a doodle poll to select an interview date and time.

October 2nd - October 6th: Interview period.

October 9th or ASAP after: Final meeting to review interviews and submit each nomination to the BoD.