

This hereby establishes the position of the Chief Operating Officer for The Students' Union, The University of Lethbridge", herein and in other bylaws referred to as the "CRO".

1. The Chief Returning Officer is an officer of the ULSU for the duration of the academic year.
2. The Chief Returning Officer must be an active member of the ULSU.
3. The Chief Returning Officer will be hired no later than four (4) weeks from the commencement of the fall semester.
4. The Students' Union must advertise the position on the ULSU Bulletin Board as well as in the student newspaper for two (2) consecutive weeks.
5. If a vacancy occurs in the office of the CRO The Executive Council will advertise and post the position as time allows.
6. The CRO will provide guidance and supervision regarding the conduct of all elections, referenda and plebiscites except the internal election of the Directors from the Faculty Representatives of The General Assembly.
7. The CRO cannot be an executive member of any University of Lethbridge organization, committee or club.
8. The CRO cannot be a member of the ULSU General Assembly.
9. The CRO will not be eligible to be nominated as a candidate for election and may not run a campaign in support of or against any referendum or plebiscite.
10. The CRO is not eligible to vote in any General Election, by-election, referendum or plebiscite except to break a tie during an official recount.
11. The CRO will perform all duties assigned to him/her by this or any other bylaw unless otherwise delegated by The Students' Council.
12. The CRO will chair the Town Hall Meeting held regarding Elections, referenda, or plebiscites.
13. The CRO will advertise election information using posters and the student newspaper, or other means approved by the ULSU. The CRO will post:
 - 13.1 Information outlining the nomination period, positions available for nomination, and the date of the mandatory Orientation Session at least two (2) weeks prior to the opening of the nomination period.
 - 13.2 Information outlining the days of voting for elections, plebiscites and referenda and polling booths locations at least two (2) weeks prior to the opening of the nomination period.

14. The CRO will hire poll clerks no later than two (2) weeks prior to the election, referendum or plebiscite.

15. The CRO must make public and maintain the following office hours:
 - 15.1 In the event that a general election is held, the CRO will be available for a minimum of:
 - a) Four (4) hours during the week prior to the close of nominations.
 - b) Nine (9) hours per week from the first day of campaigning to the last day of elections. These office hours must fall during regularly scheduled class weeks.
 - c) One (1) hour per day for three days following the election.

 - 15.2 In the event that a referendum and/or plebiscite is held, the CRO will be available for a minimum of:
 - a) Four (4) hours during the week beginning two weeks before the referendum or plebiscite.
 - b) One (1) hour per day for the week prior and during to the referendum or plebiscite.

16. The CRO will count all election ballots.

17. The CRO is, in conjunction with the Communications Coordinator, responsible for the official press release of the results following an election, by-election, referendum or plebiscite.

18. The CRO will be paid by The Students' Union a sum of:
 - 18.1 Five hundred dollars (\$500.00) for a General Election.

 - 18.2 Four hundred dollars (\$400.00) for a by-election, referendum, or plebiscite.

 - 18.3 Six hundred dollars (\$600.00) if an external election, a referendum or a plebiscite runs simultaneously with a General Election.

 - 18.4 Seven hundred dollars (\$700.00) if an external election and a referendum or plebiscite run simultaneously with a General Election.

 - 18.5 Five hundred dollars (\$500.00) if a referendum or plebiscite runs simultaneously with a by-election.

 - 18.6 Six hundred dollars (\$600.00) if an external election and a referendum or plebiscite run simultaneously with a by-election.

 - 18.7 Three hundred dollars (\$300.00) for an external election if it does not run simultaneously with a by-election.

- 18.8 Twenty-five dollars (\$25.00) for the by-election of Faculty Representatives to The General Assembly.
- 18.9 Twenty-five dollars (\$25.00) for chairing the Town Hall Meeting held to present the candidates for the General Election to the active members of the ULSU.
19. The CRO will prepare a written report consisting of results from the election, referendum or plebiscite, a general summary of events as they occurred, and any suggestion for future elections.
 - 19.1 This report must be submitted to The Students' Union General Assembly no later than three (3) weeks after the official results of the elections, referendum or plebiscite have been posted.
20. The CRO's supervisor will be the General Manager.