Societies & Sports Student Executive Ordinary Member Job Pack

Introduction

Becoming a member of the Societies & Sports Student Executive is an amazing opportunity for students to have a real say on how student-led societies and sports clubs are ran here at Salford. You'll be on a panel which determines the guidelines, funding, and strategic direction for these groups, as well as other projects in the Students' Union such as Varsity and our Annual Awards.

This is a great opportunity to develop your skillset and have an impact on students at Salford.

What is the Societies and Spots Student Executive?

Student Executives are responsible for the functioning of their specific areas. They are chaired by a Volunteer Elected Officer (VEO), who is elected into position each October for a calendar year. The VEO is responsible for championing student voices for their respective areas, and are supported by a designated Sabbatical Officer and members of the Union staff team. The Student Executive feed into Union Council, the highest decision making body for Students' Union Policy, and they in turn feed into the Union's Trustee Board. More information can be found here.

There are currently seven student executives:

- Academic
- Black and Minority Ethnic (BAME)
- Community and Wellbeing
- International Students
- LGBTQ+
- Societies and Sports
- Students with Disabilities
- Women

The Societies and Sports Student Executive is made up of the following eleven student representatives:

- Volunteer Elected Officer – Chair (currently Quadri Azzan)
- Sabbatical Officer assigned to Societies and Sports – Vice Chair (currently Evie Adams)
- Society Representatives allocated from the following areas:
    - 1 x Academic Society Representative
    - 1 x Faith, Culture, and/or International Society Representative
    - 1 x Liberation Society Representative
    - 1 x Other Society Representative (recreational, activity etc…)
- Sports Club Representative allocated from the following areas:
    - 2 x BUCS Representatives*
    - 2 x Recreational Club Representatives*
    - 1 x Women's Sports Representative

*BUCS rep (From clubs that compete regularly in BUCS, more than twice per year)
*Recreational club reps (From clubs that do not compete or compete less than twice a year in BUCS)

Responsibilities

The main duties of the Executive is to:

- Assist the VEO in delivering on their manifesto and objectives,
- Ratify student groups from the list of registered groups,
- Approve funding for student groups,
- Approve constitutional arrangements for student groups,
- Develop guidance to direct the Union's work on student groups,
- Lead the Unions campaign work on issues affecting student groups,
- Report to Council on their expenditure and work,
- Create and maintain a guidance document governing the Executive.

The Executive meet once per month from September through to May as standard, with other meetings being called when needed by the VEO. More information can be found in the Executive's guidelines here, or the Union Council by-laws here.

Who are we looking for?

The VEO and Sabbatical Officer will be looking for enthusiastic students who are keen to make an impact on Salford students. If chosen you will be expected to make all meetings throughout the year, read through all necessary documents and paperwork prior to meetings, and represent the panel and the Union in a positive manner.

This role will require around 8 hours of time per month, including meetings and other duties.

How to Apply

To apply, simply submit an expression of interest form on www.salfordstudents.com/jobs

The **deadline** is Friday 24th August at midday.

Shortlisting and interviews via Skype will take place week commencing 27th August.

If successful, the first meeting will take place on Monday 10th September from 10am-4pm in University House. All candidates **must** be available for this.

For an informal chat about this role, or for any queries, please contact the Union's Science and Technology Officer, Evie Adams, on ussuvpst@salford.ac.uk or 0161 351 5413.