

### About working with SUSU:

Our vision for the future is that every student loves their time at Southampton  
We are here to represent the voice of students at every level and ultimately make their university experience unforgettable.  
Independent from the University, we're run by students, for students!

As a student-led organisation the hard work and dedication of our student volunteers is vital to our mission.

As a Sabbatical Officer, you will lead the direction of the Union on a specific area of work, representing the view of the student body both within the Union and to the University. You will work in partnership with relevant Union and University Staff in all areas of work, and will be held accountable to union members for your work and projects.

A Sabbatical Officer role is a **full time, paid position**, where you will hold office from 1 July for a period of 1 year. This list of duties is not exhaustive, but presents an outline of the core duties and responsibilities of the role.

We provide full training throughout your term in office. You will gain a wealth of experience through your role with SUSU, experience that you can use to improve your future employability while receiving recognition for the work you accomplish.

### Main Purpose of Role:

- 1) Represent club and society interests
- 2) Supporting all affiliated Societies
- 3) Improving the student experience
- 4) To act as a Trustee of the Union

### Main Responsibilities of the Role

#### Represent club and society interests

- *To support and advocate on behalf of our sector leading societies, both within the Union and to the University*
- *To ensure that society involvement and activity is as accessible as possible to all students*
- *Work to ensure the recognition and support of Union volunteers*

#### Supporting all affiliated Societies

- *Overseeing the process of club and societies affiliation to the Union, and how the Union subsequently supports and develops them*

- *Ensuring that societies are operating in line with the Union's values, and overseeing the discipline process*
- *To ensure appropriate resource allocation to all societies, including overseeing the grant application process*

### **Improving the student experience**

- *To lobby University to recognise the importance of societies as a key part of the student experience*
- *To work to support and develop employability amongst student and working with the University to expand and support this offering*
- *Lead the Union's activities in the arts and media, student volunteering and fundraising, entrepreneurial endeavours*

### **Key Meetings you will need to attend: (this list is not exhaustive)**

- *Regular meetings with Director of Arts*
- *City of Culture Volunteer Steering Group*
- *Regular meetings with Societies*

### **Officers who will report to you:**

- *Performing Arts Officer*
- *Volunteering and Fundraising Officer*
- *Enterprise Officer*

### **Where can you find guidance?**

- *Sabbatical Officer: [vpactivities@soton.ac.uk](mailto:vpactivities@soton.ac.uk)*
- *Activities Team: [activities@susu.org](mailto:activities@susu.org)*

### **How to nominate for the role:**

In order to stand as a candidate, you will need to submit a short statement letting everyone know why they should vote for you. You don't need to have any previous experience so simply focus on what you will achieve if elected.

Log in to our website at [www.susu.org/elections](http://www.susu.org/elections) and fill out the nominations form. There is no need to create a new account, just use your University credentials.

For any queries about the election, please contact us at [representation@susu.org](mailto:representation@susu.org)

**Term of office: 1<sup>st</sup> July – 30<sup>th</sup> June**

## Our Values

As an organisation, our values underpin our work and guide what we live by in order to achieve our mission:



### Stand Strong

We stand up for students and make sure their voice is heard.

We stand strong when facing challenges and are not afraid to be different. We think big and work to achieve great things.



### Join Together

We are an inclusive and diverse community of students and staff

We join together with each other, the University, and the local community to make a positive difference.



### Take Responsibility

We take action on the issues that matter to students and act with integrity.

We continually work to be more sustainable, challenge discrimination and prejudice. We strive to be a force for good for students and wider society.