Voluntary Officer
Halls Officer

About volunteering with SUSU:

The Union's mission: **unlocking the potential and enriching the life of every student. As a student-led organisation the hard work and dedication of our student volunteers is vital to our mission.**

The Halls Officers work together to represent the specific needs and interests of students living in halls accommodation. They will act as a liaison between students and the University while working alongside SUSU to ensure that the student experience in halls is the best that it can be.

We provide full training at the beginning of the year as well as advice and support as you continue in your role. You will gain a wealth of experience through your voluntary role with SUSU, experience that you can use to improve your future employability while receiving recognition for the work you accomplish.

While volunteering with SUSU as President for your halls, your role in this mission is described below.

The main purpose of your role:

1) To represent the student voice in your Halls
2) Work alongside SUSU and enrich the student experience in Halls
3) **To represent your Halls at Halls Committee Meetings**

The main responsibilities of your role:

To represent the student voice in your Halls

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- Seek out student feedback relating to their experience and ensure this is passed on to the relevant teams at SUSU and the University.
- Advocating SUSU projects and initiatives to halls of residence students.
- Attendance of relevant meetings, specific to the halls experience.

Work alongside SUSU and enrich the student experience in Halls.

- Encouraging feedback of ideas to halls committee members across sites in Southampton and Winchester to ensure a diverse range of events and activities take place.
- To work with the Halls Officer on projects, events and initiatives in your Halls.
- To support the implementation of the newly established Block Reps structure.

To represent your Halls at Halls Committee Meetings

- To attend relevant meetings and ensure that students in your halls are represented.
- To work with SUSU to advise and represent students in halls with regards to the core halls offer.

Where can you find guidance?

Sabbatical Officers:

Emily Harrison, at president@soton.ac.uk

Activities Coordinator (Student Communities):

Ash Hunt, at A.C.Hunt@soton.ac.uk

Activities Coordinator (External Engagement):

Hayley Shepherd, at H.Shepherd@soton.ac.uk

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SUSU Core Offer Calendar

There will be times throughout the year where you may be called on to help promote and spread awareness for SUSU campaigns. There will be committee meetings that you will need to attend but you may also be invited to additional meetings such as Student Forums, our Annual General Meeting or our Making Change Summits.

We have provided a calendar which shows the main campaign periods and key dates for meetings that you may be required to attend below. This provides a guide to the commitment required for this role throughout the academic year.

If at any point you find that you are struggling to balance voluntary work with your studies we understand that your degree must come first. Please, come and speak to us and we will always try our best to make things easier.

Autumn Term

October:

Training Sessions

November:

Union Senate
Halls Election
Annual General Meeting
Making Change Summit

Spring Term

February:

Union Senate
Spring Elections
Halls Committee Meetings

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March:

Making Change Summit

Summer Term

May:

Summer Elections

Union Senate