

About volunteering with SUSU:

Our Student Council is the committee that is responsible for overseeing the policy and political direction of the union, including having oversight of the Sabbatical Officers as lead student representatives. The Chair of Council sits on the council alongside 10 elected officers who hold other SUSU roles; 10 directly elected Student Councillors; and the 5 Sabbatical Officers.

As Chair of Council your focus is primarily on accountability, transparency and ensuring the smooth running of Council.

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.

Main purpose of the role:

- 1) To scrutinise the work of Sabbatical Officers
- 2) To make decisions on high-level or wide-reaching issues
- 3) To ensure process is followed in line with SUSU's democratic values

Main responsibilities of the role

To scrutinise the work of Sabbatical Officers

- *To receive and approve the Sabbatical Officers' yearly plans in the first Council meeting of the year*
- *To ensure that Sabbatical Officers are making sufficient progress against these plans, reading and circulating the relevant reports which update on this progress*
- *To chair meetings of Council, and any relevant meetings as advised by the Representation team*

To make decisions on high-level or wide-reaching issues

- *To make decisions on issues or topics brought to Council*
- *To participate in the creation of new Students' Union Policy*
- *To take appropriate action where officers are underperforming or making decisions beyond their remit*

To ensure process is followed in line with SUSU's democratic values

- To circulate information regarding Council to the student population in good time
- To ensure the smooth running of SUSU's highest accountability body
- To promote engagement with Council and ensure all students are able to contribute to issues affecting the student body

Where can you find guidance?

- Sabbatical Officer: president@soton.ac.uk
- Representation Team: representation@soton.ac.uk

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 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@soton.ac.uk.

Time Commitment and Expectations:

The key times that you will need to be available are the five Student Council meetings, one of which will include SUSU's Annual General Meeting (AGM). You may be called upon to chair additional Council meetings on specific issues.

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.

Term of office: 1st July – 30th June.

If you have any questions regarding the role and its responsibilities, please contact representation@soton.ac.uk.