

Bye-Law 3 – Officers & Reps

Purpose: To outline the responsibilities of the representative roles within the Union.

1. Officer Roles

1.1 There shall be 8 elected Officers whose roles are:

- a. President (Major Union Office Holder and trustee)
- b. Education Officer (Major Union Office Holder and trustee)
- c. Welfare & Liberation Officer (Major Union Office Holder and trustee)
- d. Cambridge Officer (Major Union Office Holder and trustee)
- e. Chelmsford Officer (Major Union Office Holder and trustee)
- f. Peterborough Officer
- g. London Officer
- h. Writtle Officer

1.2 A Deputy President shall be nominated by the Executive Committee from the Major Union Office Holders. The role of Deputy President shall be to cover the responsibilities of the role of President in their absence, excepting their role as Chair of the Trustee Board.

1.3 Terms of office

- 1.3.1 The term of office of the Officers shall be from 1 July to 30 June the following year. The term of office may be shorter or longer on a transitional basis to coincide with an alteration of the year start or end.
- 1.3.2 The officers shall be remunerated on a monthly basis by BACS in accordance with their terms and conditions of employment.

2. Responsibilities

2.1 The duties of all Major Union Office Holders are to:

- 2.1.1 act as an Officer Trustee and member of the Trustee Board as defined in the Articles of Association.

2.2 The responsibilities of the President are to:

- 2.2.1 work closely with the Chief Executive to fulfil the needs of the Union
- 2.2.2 act as the Student Governor on the University's Board of Governors and relevant sub-committees.

2.3 The responsibilities of all Officers are to:

- 2.3.1 act as a member of the Executive Committee in line with the responsibilities laid out in Bye-Law 6
- 2.3.2 lead priority campaigns to promote change for the benefit of students and support campaigns organised by the Union
- 2.3.3 hold regular meetings with relevant members of the Vice Chancellor's Group and Corporate Management Team
- 2.3.4 work such hours and in locations required to satisfy the duties of the post to maximise benefit to students
- 2.3.5 engage with student members to gather views, opinions, ideas, and feedback
- 2.3.6 implement ideas and projects to improve the experience of students
- 2.3.7 lead and support elected representatives and volunteers

- 2.3.8 provide effective representation of student members
- 2.3.9 prepare for and attend University meetings of which they are a member.

3. Academic Representation

3.1 There shall be academic representatives whose roles and recruitment will be delivered on a campus-by-campus basis.