



SO 2001

STANDING ORDER GOVERNING THE POST OF PRESIDENT OF ACTIVITIES

Interpretation

These Standing Orders shall be read in conjunction with the Articles, Bye Laws and the relevant Standing Orders of Hull University Students' Union and shall be interpreted accordingly.

Election

The President of Activities shall be elected in accordance with Hull University Students' Union election regulations.

JOB DESCRIPTION

Role: President of Activities (Sabbatical Trustee)

Salary: £19,554.00

Hours of work: 37 hours per week


Annual leave: 27 days, plus bank holidays and concessionary days. (See employment contract for details)

General Responsibilities:

- Embrace the values of HUSU and be a positive change agent for Students. Engaging with Students and encouraging participation;

To serve on the Board of Trustees as a Sabbatical Trustee;

- Be responsible for and take an active role in Union strategy, strategic planning, development, and researching best practice;
- Uphold and abide by the Articles of Association and the Byelaws and policies of the Union;
- Understand and act on political and governmental changes within Higher Education and how these impact Students;
- Submit reports/presentations as and when required, or when requested to do so, to governance and general meetings of the Students' Union, Union Council and the University;

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- Collectively assume the tasks of fellow Presidents in their absence;
 - Undertake necessary training as determined by the role;
 - Work with the Membership Services team to ensure training for Students volunteers including part-time elected officers is relevant and effective;
 - Maintain good working relationships with fellow Presidents, HUSU staff team and Volunteers of HUSU;
 - Carry out other reasonable duties, as required by the Board of Trustees and/or the Union Executive Committee (UEC);

Responsibilities set out under the President Competency framework (P.A.R.T).


Portfolio:

- The President of Activities is head of the Activities Zone and is to liaise with its officers on a regular basis;
- Act as Chair of the Societies Executive Council (SEC) with responsibility to recruit, train and support the SEC Volunteers;
- Act as Chair of the Societies Awards committee;
- Be responsible for and take an active role in the development and planning of Student opportunities within HUSU; facilitate initiatives that enhance the development of students;
- Be the lead officer for faculty engagement initiatives alongside the President of Sports;
- Work with the Volunteers, fellow Presidents and staff at HUSU to aid fundraising and sponsorship efforts for Student groups;
- Liaise with the University, to ensure that student opportunities are effectively promoted;
- Be involved in the promotion, support and development of societies including Academic Societies; working alongside the Opportunities team to take responsibility for liaising with and co-ordinating Volunteers on Society committees and within societies generally;

- Work with the President of Education to ensure the integration of the Academic Representation system and Academic Societies, to the benefit of all Students;
- Work with the President of Sports and HUSU team members to deliver Varsity home and away;
- Work with the President of Sports to deliver high quality reward and recognition schemes for Student groups;
- Be the lead representative for Student-led Volunteering opportunities within the community, working with the local Voluntary and Community Sector;
- Be the lead representative for student employability, working with the President of Sports and in partnership with Student Futures at the University and developing award schemes related to employability
- Be HUSU's principal representative for Student-led Media;
- Be the lead representative to Student-led Media and Chair of the Student-led Media Standing committee;
- Act as a conduit for information from the Students' Union and the University to Student-led media;
- Be the principal representative for Raising and Giving (RAG), work with the elected RAG committee chair and support the annual fundraising programme;
- Have responsibility and take an active role in monitoring and reviewing HUSU's Fundraising policy, with key members of the Opportunities and Finance teams;

Activism:

- Lead on campaigns in the interest of the role or HUSU in general, locally, regionally, nationally, internationally;
- Participate in a minimum of 12 hours of consultation with Students per month;
- Work collectively with the President team to support Students wishing to make change, using "your ideas" or other means;

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- Create accessible opportunities for Students to be actively involved and engaged in campaigning for change;
 - Support Part-time Officers in their roles, and with their projects;

Representation:

- Be responsible for representing the Student voice and Students' interests to the University of Hull and Hull University Students' Union;
- Improve engagement with collaborative partners, both nationally and internationally;
- Attend a range of governance, strategic and operational meetings to ensure Students are represented at all levels within the University and HUSU;
- Hold ex-officio membership of all Union committees;
- Work with the Student Voice team, to be responsible for and take an active role in democratic policy implementation;
- Liaise and where required negotiate with the University alongside the President team;

Trustee:

- Work within the terms of the Trustee/Director Code of Conduct at all times;
- Consider the needs of the whole charity at all times;
- Ensure that Hull University Students' Union complies with all legal and regulatory requirements;
- Work collectively as part of HUSU's Board of Trustees alongside Students and External Trustees;
- Safeguard and protect the assets of the Charity;
- Complete the mandatory Trustee induction and training programme at the commencement of office;



Finances:

The President of Activities shall be:

- Responsible for overseeing the Activities zone budget working with the Membership Services team.
- Responsible for President of Activities budget in line with the Financial Delegations Framework.
- A signatory in the capacity as a Trustee as set out in the Financial Delegations Framework.

Most recently ratified by Union Development Zone on 4th March 2021.