

TASMANIA UNIVERSITY UNION INC.

STUDENT REPRESENTATIVE POSITION DESCRIPTION

Department / Section:	Student Representative Council
Position Title:	[Insert Region] Societies Council President
Date:	April 2008

1. POSITION SUMMARY

The Societies Council President is responsible for the administration and funding of all affiliated societies on campus. The President of the Societies Council chairs Council meetings and works with an elected Executive in matters relating to policy or application and claims not covered by standard procedures or within the Council meeting schedule. With assistance from TUU staff, the Societies Council President helps students with the administration and organisation of societies and their functions and informs members about TUU facilities and services. The Societies Council President also attends and reports to the SRC and is accountable for the Societies Council budget. You will need to be able to chair large meetings and communicate effectively with a wide range of people.

2. SUPERVISION & SUPPORT

2.1. Supervision

Under the general direction of the [Insert Region] Societies Council Executive Committee, [Insert Region] Societies Council, Regional Student Representative Council and State Student Representative Council (in increasing order of authority)

Support Staff

SRC support staff

3. PRIMARY TASKS

- 3.1. Shall attend all meetings of the Regional Student Representative Council
- 3.2. Shall chair all meetings of the [insert region] Societies Council
- 3.3. Shall chair all meetings of the [insert region] Societies Council Executive Committee
- 3.4. Shall be familiar with the current education issues at the University of Tasmania and in the higher education sector generally
- 3.5. Shall liaise with other Regional Societies Council Presidents on issues affecting University of Tasmania students across multiple regions

- 3.6. Shall be available to University of Tasmania students in the relevant region to discuss higher education issues and bring these issues to the attention of the TUU where necessary
- 3.7. Shall coordinate events and campaigns around higher education issues
- 3.8. Shall assist other Office Bearers with their campaigns and events where required
- 3.9. Shall be familiar with all TUU Policies, be subject to all TUU Policies and propose new Policies where appropriate
- 3.10. Other duties as required by the Regional Vice President, Regional Student Representative Council and the State Student Representative Council

4. LEVEL OF RESPONSIBILITY

- 4.1. High level of autonomy in the development of campaigns and events, subject to directions from the Regional Student Representative Council or the State Student Representative Council

5. POSITION RELATIONSHIPS

The incumbent must be able to relate effectively with the following:

Regional Education Officers
President
Regional Vice President
Student Representative Council
Members of other departments
Students
General Public

6. PREREQUISITES

The incumbent shall be a student at the University of Tasmania in the region which they are seeking election.

A candidate must have had experience on the Executive of a TUU Affiliated society or must have at least have attended a meeting of the Societies Council.

An interest in higher education and student rights would be advantageous.