

SO 3001

STANDING ORDER GOVERNING THE POST OF EDUCATION OFFICER

1. **Interpretation**

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

2. **Status of Officer**

The Education Officer shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. The Education Officer shall be responsible for the academic welfare, support and representation of students at the University of Hull. The Education Officer is head of the Education Zone and is to liaise with its officers on a regular basis.

3. **Election**

The Education Officer shall be elected in accordance with Hull University Union election regulations¹.

4. **Duties**

The Education Officer shall fulfil those duties and obligations that arise consequentially upon signing the Student Officer Contract for the post of Education Officer.

In representing HUU's members the Education Officer shall regularly report on progress through media with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- Represent students on academic issues;
- Engage with students on a regular basis;
- Support part-time Officers and fellow Student Officers with their projects;
- Lead the Education Zone and support Faculty, School and Course Reps;
- Promote the election of Faculty, School and Course Reps;

¹ Bye Law 15 and Standing Order 8001.

- Consult with the student body on education issues that affect students on a local and national level with reference to changes that could impact upon them;
- Campaign on education issues that affect University of Hull students;
- Organise the Course Rep Forum and all fortnightly Education Zone meetings;
- Contribute to training of student volunteers and part-time elected officers;
- Ensure that the Education zone budget is not exceeded;
- Attend all relevant University Committee meetings and ensure student representation on all relevant working groups;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Liaise with relevant HUU staff on issues affecting the student body.

5. **Internal**

The Education Officer shall be:

- a. Chairperson of:
 - (1) Course Rep Forum.

- b. Voting Member of:
 - (1) Board of Trustees;
 - (2) Union Executive Committee;
 - (3) Education Zone.

6. **Signatory**

The Education Officer shall be an authorised signatory as detailed in S.O. 9001 Governing Financial Procedures.

7. **Budget**

The Education Officer shall have responsibility for the following budget heads:

- i. Education Zone

Passed at UEC: 16th September 2011

Passed at Union Council: 17th October 2011

Updated: ME/MT May 2016

Passed at UEC: 26 April 2016

Passed at UC: 9 May 2016

Passed UC: 8 May 2017