

# SO 5001

## STANDING ORDER GOVERNING THE POST OF WELFARE & COMMUNITY 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 Welfare & Community 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 Welfare & Community Officer shall be responsible for the policy, co-ordination and organisation of HUU's liberation groups, student housing, LINKS and other relevant campaigns. The Welfare & Community Officer is head of the Welfare & Community Zone and is to liaise with its officers on a regular basis.

### **3. Election**

The Welfare & Community Officer shall be elected in accordance with Hull University Union election regulations<sup>1</sup>.

### **4. Duties**

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

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

Particular duties shall include:

- Represent students on equality- and community-related issues;
- Engage with students on a regular basis;

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<sup>1</sup> Standing Order 8001, governing Elections.

- Be a member of a Faculty Board and represent students from that Faculty on all academic and non-academic issues in liaison with the respective Faculty Rep and Education Officer;
- Support part-time Officers and fellow Student Officers with their projects;
- Contribute to training of student volunteers and part-time elected officers;
- Ensure that the Welfare & Community zone budget is not exceeded;
- Monitor and review HUU's Equality & Diversity policy;
- Promote and campaign for equal opportunities within the University, HUU and the wider community;
- Liaise with national, regional and local organisations on issues of equality and student welfare;
- Work actively with local and regional bodies on matters affecting student health;
- Lobby and campaign to ensure sufficient provision is available for student general, sexual and mental health;
- Represent HUU to local community organisations and ensure student representation at relevant community meetings;
- Consult with the student body on community issues that affect students with reference to changes that could impact upon them;
- Represent students on issues of safety, crime and housing both within the University and the local community;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Work with the University Student Wellbeing Learning and Welfare Support on all relevant issues;
- Liaise with relevant HUU staff on issues affecting the student body.

## **5. Internal**

The Welfare & Community Officer shall be:

a. Voting Member of:

- (1) Board of Trustees;
- (2) Union Executive Committee;

b. Ex-officio member of:

- (1) Disabled Students' Committee;
- (2) LGBT+ Committee;
- (3) Black, Asian and Minority Ethnic Students' Committee;
- (4) Women's Committee;
- (5) LINKS First Aid Committee;

(6) Environment & Ethics Committee.

## **6. Signatory**

The Welfare & Community Officer shall be an authorised signatory as detailed in SO 9001 Governing Financial Procedures.

## **7. Budget**

The Welfare & Community Officer shall have responsibility for the following budget heads:

- i. Welfare & Community;
- ii. LGBT+ Committee;
- iii. LINKS First-Aid Committee;
- iv. Women's Committee;
- v. Black, Asian, & Minority Ethnic (BAME) Committee;
- vi. Disabled Students' Committee;
- vii. Environment & Ethics Committee.

KLH/ RB March 2013

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