

SO: 6010

STANDING ORDER GOVERNING SCARBOROUGH EQUALITY AND DIVERSITY 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 Scarborough Equality and Diversity Officer shall be a voluntary officer of the Union and shall be a voting member of the Scarborough Executive Committee. The Scarborough Equality and Diversity Officer shall be responsible for representing the equality and diversity of students at the Scarborough Campus. The Scarborough Equality and Diversity Officer is responsible to the Vice-President Scarborough.

3. Election

The Scarborough Equality and Diversity Officer shall be elected in accordance with Hull University Union election regulations (SO 8001).

4. Duties

The Scarborough Equality and Diversity Officer shall fulfil those duties and obligations that arise consequently upon being elected to the post of Scarborough Equality and Diversity Officer. They are required to liaise with the Scarborough Executive Committee and the Vice-President Scarborough the organisation and representation of students on the Scarborough Campus.

In representing Hull University Union's Members at the Scarborough Campus, the Scarborough Equality and Diversity Officer is encouraged to spend on average at least six hours a week carrying out their duties. Particular duties shall include:

- a) Conducting regular surgeries with the membership of Hull University Union Scarborough Campus.

- b) Representing the views and opinions of Scarborough Students on any appropriate committee.
- c) Working in conjunction with Vice-President Scarborough and liaising with the University when and if issues arise in Scarborough that involve the equality and diversity of students.
- d) Lobbying the University on matters that directly affect the equality and diversity of students.
- e) Supporting events that promote diversity, inclusion and understanding of liberation groups.
- f) Promoting and campaigning for equal opportunities throughout the Scarborough Campus and local community.
- g) Lobbying and campaigning to remove stigma and false perceptions students may face.
- h) Liaising with the Advice Centre with regards to support, advice and information dissemination.

5. Internal

The Scarborough Equality and Diversity Officer shall be:

- a) Voting Member of:
 - (i) The Scarborough Executive Committee.
 - (ii) HUU Union Council.

6. External

The Scarborough Equality and Diversity Officer shall represent the Union to the University on the following committees; sub-committees; groups and panels:

- a) Any committee as appropriate.

7. Budget

The Scarborough Equality and Diversity Officer shall have no responsibility for any budget heads and must liaise with the Vice-President Scarborough to address any financial requirements that are required to fulfil their duties.

8. Administration and Support

The Scarborough Equality and Diversity Officer shall be mentored by the Advice Centre Advisor who shall organise a mentor meeting at least once every four weeks. The Scarborough Equality and Diversity Officer shall be assisted by the Advice Centre Advisor who will deal with all administration connected with the role and provide additional help and support in conjunction with the Vice-President Scarborough.

9. Notice of any issues

The Scarborough Equality and Diversity Officer is required to notify the Vice-President Scarborough of any issues which will affect their ability to carry out their duties. The Vice-President Scarborough, other Sabbatical Officers and Hull University Union shall provide support during times of assessment and unforeseen circumstances, to ensure their role is not compromised.