

Executive Committee Elections 2010 Being on the Executive Committee

Experience

You don't have to have any experience to be on the Executive Committee of the Students' Association as full training is provided to all those who are successfully elected. While there are no required skills, experience has shown that winning candidates are enthusiastic about improving the student experience, highly motivated to make a difference at their university and that they enjoy talking to their fellow students and finding out what they think. It is also very useful to know about the current activities and services of the Students' Association and so if you do not know as much as you think you should through your current involvement then it might be useful to talk to the current Executive Committee or Association staff members to find out more. **The only requirement is that you are a registered GCU student.**

Activities

Executive Committee members in the Students' Association also serve as the Board of Trustees which means that students who are elected have a legal responsibility to act in the best interests of the organisation. As an Executive Committee member, you are part of a nine member team who have the responsibility of running the whole organisation. This includes **developing the strategy and policies** which will take the Association forward for years to come as well as working on short term plans to be implemented over your time on the Executive Committee. All Executive Committee members will, during their term, work in areas beyond their own immediate responsibility, they will be responsible for representing **the student voice** to the university through committees and other channels and, lastly, they must all **oversee and approve the Students' Association's budget.**

Reporting

You will be **accountable** to your colleagues on the Executive Committee, to volunteers/committee members in your work areas, to Caledonian Student Parliament and ultimately to all students. You will also be expected to keep yourself accountable by **producing reports** for meetings and informing students through other mediums (website, student magazine, forums).

Time Commitment

Sabbatical Officers will be given a contract terms and conditions that includes a commitment to working **35 hours a week**. However, the level of work will vary throughout the year with officers becoming busier at peak times such as Freshers'

Week. Sabbaticals elected in 2010 will be paid **£15,339 for their year in office**. Non-sabbatical officers (Lay Officers) take on their elected roles as volunteers and continue to be students and are not paid. Lay Officers are expected to contribute around four hours a week of their time towards fulfilling their role.

Support

All Sabbatical Officers will **receive an induction programme** organised by the outgoing Sabbatical Officers and relevant staff members in the first week. Lay Officers will also receive a handover from the outgoing Lay Officers and staff members although the timing of this will vary depending on the availability of the incoming and outgoing officers.

All Executive Committee members will receive an **induction pack** and in the first couple of months will attend **Executive Committee Training** that covers the legal and financial responsibilities. All Executive Committee members will be sent on relevant NUS training programmes.

You will receive much of your support **from the Students' Association staff team**. They are employed to run the operational activities of the Students' Association and to help you, as elected officials, to achieve the objectives of the Association.

Future Employability

Being a member of the Executive Committee is great personal development and will give you an opportunity to develop a **wide range of transferable skills** and **improve your CV**. This will include skills that relate to the overall management of an organisation. Specific skills include; financial management, presentation skills, negotiation skills, assertiveness, leadership, lobbying, chairing meetings, dealing with conflict and developing a broad understanding of the issues affecting students in Higher Education. As the public face of the Association you will deal with Senior University Staff and meet a variety of interesting individuals.