

**ELECTIONS 2019**

STAND. CAMPAIGN. VOTE

## Pre-Term of Office Agreement for **COLLEGE PRESIDENTS 2019/2020**

Thank you for showing an interest in this year's elections. To be eligible to stand for a College President position you must obtain the signatures of 8 students in your College and you must meet the Head of College to discuss the role, you can arrange this meeting through your College Life Development Officer. This meeting will be your opportunity to meet your prospective Head of College, highlight your manifesto objectives and to understand the

College objectives and expectations. The job responsibilities are given below. Any additional responsibilities and objectives that are discussed and agreed with the Head of College will be provided for you in writing after the meeting.

It would also be helpful to meet one of the RSU staff members, either Katie Badman or Matt Wall which you can do through the RSU reception.

## OFFICER ROLE

Throughout your term in office you will carry out the roles and responsibilities outlined in the memorandum and articles of association and the bye-laws of the union. The officer aspect of the role relates to you being a member of Student Union Council and representing your membership at an individual, institutional, local and national level. In addition you will have College responsibilities, being the link between the College and its students and playing a

pivotal role in working with the Head of College to support the College ethos and identity. We expect you to act as a representative of your college, RSU and Roehampton respecting and promoting the values of the College, upholding the rules and regulations of the University and providing the student body with a positive role model.

### ▶ **UNION RESPONSIBILITIES:**

- Be an active member of Student Union Council, attending meetings and making valuable contributions.
- Be an active member of working groups you are assigned, attending meetings and making valuable contributions.
- Regularly meet and liaise with the Sabbaticals to keep them updated on College related issues.
- Support RSU and the Sabbaticals at times they need additional support and resources.
- Distribute RSU publicity around your College and maintain the RSU information located in your College.
- Provide reception cover for an hour a week.

### ▶ **COLLEGE RESPONSIBILITIES:**

- Regularly meet and liaise with your Head of College keeping them up to date on all College related issues.
- Attend College and appropriate meetings (your Head of College will specify).
- Work with the College Life Development Officer to identify flat rep training needs and to support the college team in leading flat rep meetings and training events, ensuring flat reps have the support and information they need for helping their flatmates and promoting college and RSU activities
- In conjunction with College Staff, Flat Reps and other students create a College experience that caters for all student demographics.
- In conjunction with the Deputy College President, provide a range of events, activities and social space that fosters a sense of community within your College.
- Support the College by ensuring a presence at University Open Days.
- Carry out any other duties agreed between yourself and the Head of College prior to running in the elections.

## DEVELOPMENT AND BENEFITS

There is an ongoing development process conducted by the Head of College and the RSU. The purpose of this process is to monitor your progress and provide advice, encouragement and support to help you make a success of your role. You will be entitled to free on campus accommodation and entry to RSU events,

reflecting the time and energy you will need to invest to carry out this post in full. These benefits can be removed by either the College or Union if the College or Union believe the agreed responsibilities are not being carried out in full; this will be at the discretion of each party.

**In signing this Pre-Term of Office I understand and agree to the responsibilities and conditions if elected.**

Name of Candidate:

Date:

Signature of Candidate:

Signature of HOC:

Roehampton Students' Union  
Lawrence Building | Froebel College  
Roehampton Lane | London SW15 5PJ  
Tel. 0208 392 3221 | Fax. 0208 392 3287  
www.roehamptonstudent.com