

# President Sabbatical Officer

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## About working with SUSU:

The Union's mission: **unlocking the potential and enriching the life of every student.**

As a student-led organisation the hard work and dedication of our student volunteers is vital to our mission.

As a Sabbatical Officer, you will lead the direction of the Union on a specific area of work, representing the views of the student body both within the Union and to the University. You will work in partnership with relevant Union staff in all areas of work, and will be held accountable to Union members for your work and projects.

A Sabbatical Officer role is a full-time, paid position, where you will hold office from 1 July for a period of 1 year. This list of duties is not exhaustive, but presents an outline of the core duties and responsibilities of the role.

If you would like to be involved in the work of the Union, you can find out more about our zones, on our website here: [www.susu.org/representation/minutes](http://www.susu.org/representation/minutes)

We provide full training throughout your term in office. You will gain a wealth of experience through your role with SUSU, experience that you can use to improve your future employability while receiving recognition for the work you accomplish.

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## The main purpose of your role:

- 1) Leading the Union
- 2) Ensuring a Union presence at sites
- 3) Creating a more sustainable environment

## The main responsibilities of your role:

### Leading the Union

- Act as the figurehead of the Union, being the public spokesperson and managing relations locally.
- To provide leadership to the Sabbatical Team.

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- To be the key liaison with the University and the Vice Chancellor on overarching and general matters.

## Ensuring a Union presence at sites

- Ensure that the Union has a strong presence at all University campuses, and develop and support activities there
- Lead the halls representation structure, ensuring students have a voice in their halls and lobbying the University accordingly
- Work on long-term strategy with the University surrounding sites and halls to benefit students and improve their representation there

## Creating a more sustainable environment

- Encouraging student input and participation in sustainability matters, and lobbying the University accordingly
- Work to ensure both the short and long term sustainability of the Union and University
- Responsible for all feedback on Union Services via 'You Make Change', and ensuring that there is appropriate student input into the Union's commercial offering

## Officers who will report to you:

- Avenue Office
- Boldrewood Officer
- NOCS Officer
- UHS Officer
- WSA Officer
- Sustainability Officer
- Halls Officer

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## Where can you find guidance?

### Elections Team:

Democracy Coordinator - Katie Campling, at [katie@susu.org](mailto:katie@susu.org)

Deputy Returning Officer, at [returningofficer@susu.org](mailto:returningofficer@susu.org)

Main inbox monitored by the team, at [elections@susu.org](mailto:elections@susu.org)

### Drop-ins:

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We would strongly encourage you to come and speak to a member of the elections team before submitting your nomination. They can help you to understand more of the role, get an overview of the elections process and timeline as well as answering any questions you might have early on.

Drop-ins are taking place every **Tuesday and Thursday afternoon** between **13:00 and 17:00** throughout the Nominations Period.

You can find us in the **Representation Office**, which can be found upstairs in Building 40, Highfield Campus, next to the Advice Centre.