



**Title:** Ethnic Diversity Student Representative

**Department:** Students' Representative Council ("BUSRC", or the "SRC")

**Term of office:** September 23, 2022 – April 30, 2023

**Expected Hours:** 5-10 hours per week

**Honorarium:** \$520

**Summary:**

As a member the SRC Board of Student Representatives (BSR), the Ethnic Diversity Student Representative is responsible for representing the interests of students at Bishop's University, in particular, those who identify as members of a visible minority. The main role is to liaise with students who identify as members of visible minorities to address and communicate any issues related to their student experience, while advocating on behalf of these students at both SRC and University committees. The Ethnic Diversity Representative will ensure the follow-up of student concerns by conducting research and direct consultations with current students, other student organizations, and/or University administrators.

**Requirements:**

- Must be a full-time or part-time student at Bishop's University, enrolled for the 2022-2023 academic year

**Nature of Duties and Responsibilities:**

- Liaise with students to address and communicate issues;
- Receive concerns, feedback and/or criticism pertaining to the SRC or University, in relation to any element of the student experience for students who identify as being members of a visible minority;
- Follow-up on concerns of students who identify as being members of a visible minority, by conducting research and direct consultations with current students, other student organizations and university staff and administration;
- Act as an advocate for visible minority community members and student groups at both SRC and University committee meetings;
- Plan and promote opportunities to meet with students for a minimum of two hours per week (SRC Offices, SUB Lobby, etc.), in addition to meetings of the SRC Board of Student Representatives;
- work closely with relevant SRC extracurricular groups and campus organizations;
- Relay findings, recommendations and issues to the Board of Student Representatives, EDI Fund Project Facilitators, SRC Executive and the students;
- Volunteer as necessary for SRC events and activities such as Safewalk, Blood Drive, study hall, etc.;
- Co-chair SRC Equity, Diversity and Inclusion Committee



- Sit on various committees
- May be called on to sit on University hiring committees
- Submit a report to the BSR on all projects, affairs and operations of their position during their term of office. This report will be due upon the date of the final BSR meeting of each semester and it must follow the final report procedure as set out by the BSR.

**Recommended Skills:**

- Good interpersonal skills
- English language – oral and written
- French communication skills are an asset
- Ability to work in groups and individually
- Self-motivated and organized

**The nomination period runs from Friday, September 9 until Tuesday, September 13 at 3 p.m.**

All forms must be completed and submitted in the beige SRC drop box found in the SRC Hallway next to the entrance, by 3 p.m. on Tuesday, September 13.

There will be a mandatory candidates' meeting for all those running on Tuesday, September 13 at 4 p.m. (location to be determined).

The voting period for these positions will run from Wednesday, September 21 to Thursday, September 22.

The successful candidate will attend the BSR Retreat on Friday, September 23 until Sunday, September 25.

For further information about the position and how to run for it, please contact Karen Dymond, Secretary General at [srcsg@ubishops.ca](mailto:srcsg@ubishops.ca)