



Title: Humanities Academic Senator (HAS)

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

Description:

As an elected member of the SRC Board of Student Representatives, the Humanities Academic Senator is responsible for representing students' interests. The HAS main role is to liaise with the Humanities students to address and communicate any issues regarding the student experience, while advocating on behalf of students at the SRC Board of Student Representatives (BSR).

Requirements:

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

Nature of Duties and Responsibilities:

- Liaise with Humanities students to address and communicate issues;
- Seek input from students from each program within the Humanities division;
- Responsible for organizing, alongside the Humanities Peer Mentor, Wine and Cheese networking events, along with other workshops or events as deemed necessary by the Senator or Vice-President Academic Affairs (VPAA);
- Receive concerns, feedback, criticism, pertaining to the SRC or University, in relation to any element of the student experience;
- Follow-up on student concerns, by conducting research with other students, other student organizations, university staff and administration, etc.;
- Advocate on behalf of students at the Board of Student Representatives meetings;
- Attend bi-weekly Academic Advisory Meetings, along with the other student Senators and VPAA;
- Sit as a voting member on the University Senate and represent students on at least one Senate Sub-Committee as deemed necessary by the VPAA;
- Collaborate and support relevant SRC academic societies;
- Support the VPAA for any Academic initiatives as deemed necessary by the VPAA;
- Be available and accessible to meet with students for a minimum of two hours per week at the Student Success Centre, in addition to meetings of the SRC Board of Student Representatives;



- Relay findings, recommendations and issues to the Board of Student Representatives, SRC Executives and the student body;
- Volunteer as necessary for SRC events and operations such as Safewalk, Study Hall, Blood Drive, etc.;
- 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