



Title: Equity Representative

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

Term of office: May 1, 2023 – April 30, 2024

Expected Hours: 5-10 hours per week

Honorarium: \$600

Summary:

As a member the SRC Board of Student Representatives, the Equity Representative is responsible for representing the interests of students at Bishop's University, particularly in matters relating to equity. The main role is to liaise with students to address and communicate any issues regarding diversity and equity related to the student experience, while advocating on behalf of students at both SRC and University committees. The Equity Representative will ensure that student concerns are addressed 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 2023-2024 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, and specifically pertaining to issues of inequality and discrimination;
- Follow up on student concerns, by conducting research and direct consultations with current students, other student organizations and university staff and administration;
- Advocate on behalf of students 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 Executives 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



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

This is an elected position, chosen during the SRC General Elections, voted on by Bishop's students. The nomination period runs from Monday March 6 until Thursday March 9 at 3 p.m. Applications received after that time will not be accepted.

To apply, complete the Nomination Form for the General Elections. All forms must be completed and submitted in the beige SRC drop box found in the SRC Office near the entrance, by 3 p.m. on Thursday March 9. The box is clearly marked for nomination forms.

There will be a mandatory Candidates Meeting for all those running on Friday March 10 at 12 noon in McGreer 100.

The voting period for these positions will run from Tuesday March 21 to Wednesday March 22.

For further information about the election and candidacy, please contact Karen Dymond, Secretary General, at srcsg@ubishops.ca or Mackenzie Poulin, Deputy Returning Officer, at srcelections.ca. For information about the position and its duties, please contact Olivia Woods, Vice President Student Life at srcstu@ubishops.ca.