

Title: Social Science Academic Senator (SSS)

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

Term of Office: May 1, 2026 – April 30, 2027

Expected Hours: 5-8 hours per week

Honorarium: \$600 (one-half paid at the end of each term)

Description:

Appointed by the SRC, the Social Science Academic Senator serves on the University Senate and is responsible for representing students' interests. The SSS has the main role of liaising with Social Science students to address and communicate any issues regarding the student experience, while advocating on behalf of students.

Requirements:

- Must be a Social Science student at Bishop's University, enrolled for the 2026-2027 academic year
- Must be in good academic standing and good overall standing with the University

Nature of Duties and Responsibilities:

- Liaise with Social Science students to address and communicate issues
- Seek input from students from each program within the Social Science division
- Responsible for organizing, alongside the Student Success Manager, Wine and Cheese networking events, along with other workshops or events as deemed necessary by the Senator or SRC Vice-President
- 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.
- Attend regular meeting with the SRC VP, along with the other student Senators
- Read all documentation for Senate and sub-Committee meetings in advance
- Attend all University Senate meetings as a voting member on the University Senate
- Represent students on 2-3 Senate Sub-Committee Senate Sub-Committee as deemed necessary by the SRC VP
- Collaborate and support relevant SRC academic societies
- Support the VP for any academic initiatives as deemed necessary by the VP
- Be available and accessible to meet with students for a minimum of two hours per week at the Student Success Centre
- Relay findings, recommendations and issues to the SRC and the student body



- Submit a report to the SRC on all projects, affairs and operations of their position during their term of office. This report will be due on the last day of classes of each semester. The honorarium for the semester will not be issued until the report is received.

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

How to apply:

This is an appointed position, selected by the SRC Board of Student Representatives.

To apply, please submit your CV/Resume and cover letter to Karen Dymond, SRC Secretary General, at srcsg@ubishops.ca. Your cover letter should address why you are interested in the position, your ability to meet the requirements of the role, and your ability to meet the demands on your time for the role. Please refer to this position description to explain your ability to meet the requirements of the role.

The deadline to apply is Tuesday, March 31, 2026. No late applications will be accepted.