

STUDENT COUNCILLOR – ROLE DESCRIPTION

The Role of Council

Student Council is the governing body and main decision-making forum of the Students' Union and is made up of 6 full-time Student Officers, 12 Part-Time Student Officers, 3 Faculty Reps, 17 Undergraduate School Reps, 17 Postgraduate School Reps and a further 86 students elected from across the University.

Student Council is a brilliant opportunity to represent your fellow students and their views, decide what the Union should be working on, what position we take on local and global issues and also make sure that the Student Officers are working hard to make the changes you want to happen.

Your time as a Councillor will also count towards a Queen's [Degree Plus](#) Award (Combined Experience) which recognises extra-curricular activity and helps you stand out to employers.

How Council works

At different points in the year we hold Student Council meetings. Any student can attend these meetings, raise motions/issues and discuss your Student's Union's priorities. After this, we hold a vote (only elected Student Councillors and Officers can vote), and that's how a decision is made.

What's decided will fall into two separate areas:

Union Policy

This is what you've agreed your Union should do for you – such as a commitment to do things in a certain way or campaign to change something on your course, campus, Union, in the University or the wider community. This could be like increasing library opening hours at Queen's or persuading politicians not to increase tuition fees.

Union Rules and Procedures

This is how you change the way your Union works – such as how Clubs & Societies are run, how decisions are made and how you choose your Representatives.

After decisions have been made, it is up to Council to make sure things happen and by The Rules. Council will pick a Student Officer or a Committee to work on what has been agreed and hold them to account for the work that they do.

****Any Queen's student can come along to Council. Both Councillors and non-Councillors can ask your Student Officers a question or submit a motion.***

You can find out more about Council on the Students' Union [website](#).

Nominating

To make Student Council as representative of the student body at Queen's as possible, councillors are elected from different student categories in Queen's. You must be from that category to stand for election and to vote. Any student may stand for election to the Council.

The categories are:

Category	Number of Vacancies
Faculty of Arts, Humanities and Social Sciences (Undergraduate)	15
Faculty of Engineering & Physical Science (Undergraduate)	15
Faculty of Medicine Health & Life Sciences (Undergraduate)	16
Postgraduate (All Faculties)	20
All Students (All students can stand and vote)	5
All First-Year Students (All 1 st year students can stand and vote)	5
International Students (All international students can stand and vote, including those from INTO-Queen's)	5
Queen's Accommodation (All students can stand and vote, but it is anticipated that students living in Queen's Accommodation will stand for election.)	5

Just complete the [nomination form](#) to stand for election.

After submitting your nomination, you can still withdraw your nomination if you change your mind about standing for election. You must do this before the nomination deadline.

Time and Commitment Expected of a Councillor

It is important to remember that these are voluntary posts and that everyone has study, work, family and other commitments. Different people will, depending on their circumstances, be able to make varying levels of commitment. The Students' Union will attempt to be as accommodating as possible to individual circumstances.

If elected, it is expected that you will attend as many as possible of the six meetings scheduled for the 2020-21 academic year.

You will also be required to attend training, take time to read papers and materials before each Council meeting and to hold Student Officers to account. It is advisable that you also take time to get involved in Union campaigns which most interest you. You can also stand for election to a

number of internal Union and University Committees, including the Students' Union Management Board and the University Senate (governing body of the University).

Support for Councillors

We will provide support and assistance to help you succeed in your role as Councillor and to effectively represent students. We will provide the following to all elected Councillors:

- An initial induction to the Students' Union Council, followed by training on how the Union and the University operates
- Developmental and skills training to help you become a better Councillor
- Information on current Students' Union policies
- Access to training from the national students' unions when made available to student Councillors
- Access to the campaigning and support advice from the Students' Union
- The dates and times of the Union meetings that you are required to attend, the papers that you will need to read beforehand and the deadlines for any reports that you may have to submit.
- Data and information that we have available that is relevant to your post. We will also give you signposting information to where you can find out more about issues.
- A route to Queen's Degree Plus certification.

We would ask you to note that we may sometimes take photos/videos/audio recordings of Students' Union events, including Council, for publicity and promotion reasons. Council meetings are considered to be 'public meetings', open to all students.