

## Union Chairperson

Part-time | Voluntary Role



Time  
Management



Working  
as a Team



Developing  
Ideas

The Union Chair is the only full time student that is a trustee of the Union and a part time officer. This officer chairs the Union Forum and is the lead student representative – responsible for leading the conversation, holding elected officers to account and upholding the Union's byelaws and policies.

## Student Trustee

The Union Chair is a member of the Union Board of Trustees that governs the organisation and votes on the strategic direction the organisation takes. This officer is a member of this board to ensure that the Union always places student interests at the heart of its strategic decision making process.

## Union Forum

This committee discusses Union policy and decides on the opinion of the Union on certain issues, and will also decide on the action the Union will take regarding these issues. The Union Chair ensures that there is a fair debate amongst members of the committee so that a fair decision can be made. This officer also raises awareness about the committee by advertising the meeting times and locations through appropriate channels, and ensures that students have the opportunity to submit topics for discussion and participate in the meetings.

The Union Chair will always set the agenda for the Union Forum and so by default will lead the conversation that Union officers have at the meeting. This officer has the responsibility of ensuring that the discussions had by elected officers is reflective of what students want and taking action on, or passing policy where necessary. The Union Chair has the casting vote if the committee is split on any particular policy.

The Union Chair will also chair other additional committees throughout the year such as Democracy Committee.

## Union Policy

The Union Chair has the responsibility of ensuring the Union is taking action to fulfil any policies passed at the Union Forum. This officer also ensures that all policies passed at Exec are on the Union website and communicated to students through appropriate channels so that students are aware of what's happening in their Union.

## Annual Members Meeting

The AMM is an opportunity for all students to shape their Union by approving the final draft of the proposed subvention request, discussing Union affiliations and reviewing/amending Union policy. The Union Chair is responsible for raising awareness about this event and allowing students to submit topics for discussion at this event. This officer will also ensure that there is a fair debate where necessary to ensure a fair decision is made on any issues. The Union Chair will work with full time members of staff to ensure that the rules for the AMM are clearly advertised in advance, so students attending are aware of how the meeting works.

## Union Byelaws

The byelaws are a set of rules which the Students' Union has to follow. The Chair is responsible for ensuring the Union is operating within its byelaws, and if necessary make any rulings based on the byelaws. Any decisions made by the Union Chair based on the byelaws are final and can only be overturned by the Board of Trustees.

## Holding Elected Officers to Account

The Union Chair will hold all officers to account during Union Forums but is mainly responsible for holding the President to account. This officer will ensure that the President is leading the organisation in a way that is right for the student body, and fulfilling the promises made in their manifesto to the student body.

## Union Campaigns

All Officers have the opportunity to participate in key Union projects and campaigns over the year which benefit students and promote the representative work of the Union. These include projects such as Moving-In Weekend and SurreyDecides, and key campaigns such as Black History Month and LGBT+ History Month. All officers are asked where possible to support these key points in the Union calendar, in addition to enacting their own manifestos.

## Summary

Overall, this part time student role is an excellent choice for any student looking to take on a leadership role in their spare time. An interest in policy and democracy is an advantage, but knowledge is not essential – full training and support will be provided.

## ***Interested in Running? Nominate Yourself...***

If you have read the details on this page and are interested in standing as an officer, visit [surreyunion.org/surreydecides/nominations](https://surreyunion.org/surreydecides/nominations) Nominations open from 5 - 14 February 2024