

Vice President Campus Connection - SCSU

POSITION:	SCSU Vice President Campus Connections
REPORTS TO:	SCSU President
LAST UPDATED:	January 2023 – Motion # 01-18-2023 B
QUALIFICATIONS:	See below
LOCATION:	Sault College Students' Union
TERM:	May 1 st , 2023, to April 30 th , 2024,
HOURS:	Up to 35 hours per week during the summer and 10 hours per week during the academic year.
Application Deadline:	

Scope and Nature:

Sault College Students' Union (SCSU) is a student-led organization representing all full-time fee-paying students at Sault College. Our mission is to create an exceptional student experience through student-focused programs, services, and advocacy. Our vision is to empower our student community to succeed in a changing world. We strive to do this as an active member of the Sault College community, facilitating opportunities for student leadership, and creating strategic partnerships to improve the quality of life on campus.

General Responsibilities

The role of the Vice-President Campus Connections is to be the main contact for communications with all students.

Specific Responsibilities

Specific roles and responsibilities of this position include, but are not limited to the following:

- Assists the SCSU President in the regular execution of duties.
- Maintains public awareness of SCSU initiatives and services by planning and directing internal information programs.
- Maintains rapport and communication with the Sault College's Communication Department.
- Develops and curates engaging content for the SCSU's social media platforms and assist with updating SCSU's website.
- Promotes and enhances SCSU services.
- In consultation with the SCSU President, prepares internal and external communications.
- Maintains community relations and updates agencies information.
- Provides feedback and recommendations for the organization's budget to the SCSU President.
- Assists students with the creation of Chapters and Clubs and facilitates their elections when required.
- Heads SCSU Campaigns and Awareness Weeks.
- Works with SCSU and Odeno Student Pub staff to develop advertising plans for special events and programs.
- Attends all Executive meetings and other meetings as required.
- Ensures that the SCSU By-Laws and Policy Manual are adhered to.
- Prepares and presents an annual report at the Annual General Meeting.
- Prepares a Transition binder (documentation) for their successor ensuring smooth transition.

QUALIFICATIONS

- A current Sault College full-time student with a minimum 2.5 GPA in the Fall semester.
- Must be returning student in the following academic year.
- Must be at least eighteen (18) years of age, must not be an undischarged bankrupt, must be mentally competent, and must not have been convicted of any offenses listed under the Canadian Criminal Code.

BENEFICIAL QUALIFICATIONS

- Ability to work in a fast paced, dynamic environment.
- Exemplar attention to detail and accuracy, time management, ability to direct and supervise.
- Microsoft office experience.
- Punctual, Organized, and Enthusiastic.
- Team-First attitude and strong leadership.
- Able to multi-task.
- Great listening and communication skills.
- Outgoing and positive.
- Responsible, accountable, and professional.
- Exceptional decision-making skills.
- Demonstrates personal integrity & honesty.
- Ability to work extended hours, evenings, and weekends when required.

BENEFITS (WHAT WILL YOU GET)

- 4% vacation pay.
- 15% discount at Odeno student pub.
- Professional Development opportunities includes conferences.

Interested candidates, please visit: [Elections \(myscsu.ca\)](http://Elections(myscsu.ca)) for full details.