Vice President Student Life - SCSU

POSITION:	SCSU Vice President Student Life
REPORTS TO:	SCSU President
LAST UPDATED:	January 2023 – Motion # 01-18-2023 B
QUALIFICATIONS:	See below
LOCATION:	Sault College Students' Union
TERM:	May 1st, 2023, to April 30th, 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 Student Life is coordinate SCSU programming services and plans alongside with SCSU staff.

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.
- Works in conjunction with the SCSU Program Manager to develop and maintain a schedule of events and activities, including Frosh and Frost activities, in congruent with the Board's Programming Plan and ensures its implementation.
- Alongside SCSU Program Manager plans and manages the technical and logistical support services as well as maintains appropriate volunteers' level to ensure seamless execution of all events.
- Liaises on behalf of SCSU with Sault College Programming Committee as well as with Sault College staff, administration, students, and members of the public.
- Assists the Programming Committee in the planning of events throughout the year.
- Encourages and promotes students' involvement in campus recreation, SCSU programs, events, and initiatives.
- Attends all Residence Council meetings when a council is active.
- Provides feedback and recommendations for the organization's budget to the SCSU President.
- Works in conjunction with the SCSU BoD and the Student Chapters and Clubs members to develop and implement a plan to maintain and increase student spirit and involvement.
- Works with the Vice President Campus Connections to ensure the effective promotion of all SCSU activities.

- Attends all Executive meetings and other meetings as required.
- Reports all activities and programs undertaken on behalf of SCSU at all regular executive meetings.
- 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

Qualifications include:
- SCSU member (Current Full-Time student at Sault College) with a minimum of 2.5 GPA as confirmed by Sault College Registrar Office.
- The Vice President, Student Life 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
- Ability to work in a fast paced, dynamic environment.
- Exemplar attention to detail and accuracy, time management, ability to direct and supervise.

BENEFICIAL QUALIFICATIONS

- 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 including conferences.

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