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## Assembly Positions

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| <b><i>Campus Officer</i></b>   |
| <b>Vacancies:</b> 1  |
| <b>Role:</b> Assembly Member, Representative and Campaigning   |
| <b>Hours:</b> Part-time, to fit around studies   |
| <b>Status:</b> Voluntary   |
| <p><b>Duties as outlined in the by laws:</b></p> <ol style="list-style-type: none"> <li>1. The priority of the Campus Officer shall be, as a member of the Students' Union Assembly (as set out in Article 102 – 107 and the Bye- Laws), to set the political and policy agenda of the Union and campaign on issues affecting Members, refer political policy to referenda of the Members and enforce this policy as agreed by any such referenda.</li> <li>2. Shall be responsible for issues relating to all areas of College campus.</li> <li>3. Shall work with the appropriate Union officers and College personnel to ensure that students have adequate space within College for their social and cultural needs.</li> <li>4. Shall work with the Sabbaticals Trustees to co-ordinate campaigns on issues regarding halls of residence and private accommodation.</li> <li>5. Shall work with the appropriate Campaigns Officers and Sabbatical Trustees to ensure that academic provision within College (e.g. maintenance of classrooms, learning materials) is of a reasonable standard.</li> <li>6. Shall work with the Sabbaticals to promote the use of Union facilities as space for student-driven social and cultural activity.</li> <li>7. Shall sit on relevant College committees as set out in 'Committee Membership Guidance'.</li> </ol> |

***Departmental Representatives*****Vacancies:** 16 vacancies**Role:** Collaborative, Representative and Assembly Member**Hours:** Part time to fit around studies**Status:** Voluntary**Duties:** You will represent the educational needs of Students to the Students Assembly. In addition you will liaise with Departmental Student Coordinators and Course Representative on a monthly basis to identify educational issues.**Departments that have Representatives on Assembly:**

Anthropology

Art

Cultural Studies

Education

Design

Drama

Computing

English

History

Media and Communications

Music

PACE

Politics

Psychology

Sociology

Visual Cultures

***Ethical and Environmental Officer*****Vacancies:** 1**Role:** Assembly Member, Representative and Campaigning**Hours:** Part-time, to fit around studies**Status:** Voluntary**Duties as outlined in the by laws:**

1. The priority of the Ethical and Environmental Officer shall be, as a member of the Students' Union Assembly (as set out in Article 102 – 107 and the Bye-Laws), to set the political and policy agenda of the Union and campaign on issues affecting Members, refer political policy to referenda of the Members and enforce this policy as agreed by any such referenda.
2. Responsible for all those areas of Union business which specifically relate to the environment and to ethically-aware conduct by College and the Union. Shall liaise with relevant Union and College personnel and with outside organisations/agencies , in order to ensure that the Union conducts itself in an ethical and environmentally friendly way and to encourage awareness among the students of broader environmental issues.
3. Will ensure that existing Union boycotts of any product or company are widely publicised and upheld at all times.
4. Will advise the Union on any action which could have an adverse environmental impact or be considered unethical.
5. Responsible for passing on any campaigns information which is of relevance to the student body to the Campaigns and Communications Officer.
6. Shall sit on relevant College committees as set out in 'Committee Membership Guidance'.

**Societies Officer****Vacancies:** 1**Role:** Assembly Member, Representative and Campaigning**Hours:** Part-time, to fit around studies**Status:** Voluntary**Duties as outlined in the by laws:**

1. Responsible for representing the needs of societies to the Student Assembly and relevant staff members of the Students' Union.
2. Promotes the benefit of societies and is responsible for its strategic direction.
3. Provides information and advice to students who want to establish a society.
4. Responsible for ensuring appropriate student activity award and recognition
5. The Athletics Union Dinner and the Union Awards Night.
6. Liaises with Goldsmiths College and external bodies on society issues.
7. With relevant staff support, oversees the promotion of student activity during the freshers period

**Sports Officer****Vacancies:** 1**Role:** Assembly Member, Representative and Campaigning**Hours:** Part-time, to fit around studies**Status:** Voluntary**Duties as outlined in the by laws:**

1. Responsible for representing the needs of sports clubs to the Student Assembly and relevant staff members of the Students' Union.
2. Promotes the benefit of sports club and is responsible for its strategic direction.
3. Provides information and advice to students who want to establish a sports club.
4. Responsible for ensuring appropriate student activity award and recognition
5. The Athletics Union Dinner and the Union Awards Night.
6. Liaises with Goldsmiths College and external bodies on sport club issues.
7. With relevant staff support, oversees the promotion of student activity during the freshers period.

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| <b><i>Volunteering Officer</i></b>  |
| <b>Vacancies:</b> 1   |
| <b>Role:</b> Assembly Member, Representative and Campaigning  |
| <b>Hours:</b> Part-time, to fit around studies  |
| <b>Status:</b> Voluntary  |
| <b>Duties as outlined in the by laws:</b> <ol style="list-style-type: none"><li>1. Responsible for representing the needs of volunteers to the Student Assembly and relevant staff members of the Students' Union.</li><li>2. Promotes the benefit of volunteering and is responsible for its strategic direction.</li><li>3. Provides information and advice to students who want to volunteer.</li><li>4. Responsible for ensuring appropriate the Union Provides volunteering activities for students.</li><li>5. Liaises with Goldsmiths College and external bodies on volunteering issues.</li><li>6. With relevant staff support, oversees the promotion of student volunteering during the freshers period.</li></ol> |

**Position:** There are 5 Equal Opportunities Campaign Officer Positions they are as follows:

***Black and Minority Ethnic Students Officer (1 vacancy)***

***Disabled Students Officer (1 vacancy)***

***Mature Students Officer (1 vacancy)***

***Part-Time Students Officer (1 vacancy)***

***Postgraduate Students Officer (1 vacancy)***

**Vacancies:** 1 per position

**Role:** Assembly Member, Representative and Campaigning

**Hours:** Part-time to fit around studies

**Status:** Voluntary

**Duties as outlined in the by laws:**

1. The priority of the Equal Opportunities Officers shall be, as members of the Students' Union Assembly (as set out in Article 102 – 107 and the Bye-Laws), to set the political and policy agenda of the Union and campaign on issues affecting Members, refer political policy to referenda of the Members and enforce this policy as agreed by any such referenda.
2. As stated in 2 of the Articles of Governance: "When acting to further its powers and in accordance with its objects, the Union shall not discriminate on the grounds of age, gender, race, colour, parental status, class, religion or belief, ethnic or national origins, creed, sexuality, nationality, size, socio-economic background, disability or medical condition, except that positive action may be taken to aid any disadvantaged section of society."
3. The Equal Opportunities Officers must be of the demographic group they are representing.
4. The Equal Opportunities Officers shall act as champions of equality and diversity within the Students' Union, influencing and informing Union policy and activity, including:
  - 4.1. To seek out and maintain knowledge of equality and diversity issues, policies, legislation and developments.
  - 4.2. To advise Student Assembly and officers on equality and diversity issues and policies.
  - 4.3. To assist the organisation in developing, promoting and implementing and reviewing an equality and diversity action plan.
  - 4.4. To assist the organisation in developing, promoting and implementing equality and diversity policies, campaigns and initiatives.
  - 4.5. To recognise that certain issues will require confidential treatment and to act as

appropriate.

5. The Equal Opportunities Officers, as named below, shall be responsible for ensuring Union policy, campaigns and business reflects the issues that affect the respective student body they represent in accordance with the Articles of Governance and Bye-Laws.
6. The Equal Opportunities Officers shall participate in relevant subcommittees, working parties or ad hoc committees or groups as well as manage and co-ordinate such societies and meetings that relate to the student body they represent.
7. The Equal Opportunities Officers shall sit on relevant College committees as set out in 'Committee Membership Guidance'.

## Media Positions

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| <b><i>Smiths Editor</i></b>  |
| <b>Vacancies:</b> 1  |
| <b>Role:</b> Editor of the Smiths Magazine   |
| <b>Hours:</b> Part-time to fit around studies  |
| <b>Status:</b> Voluntary   |
| <b>Duties as outlined in the by laws:</b> <ol style="list-style-type: none"><li>1. To be responsible for the production of 3 issues of the Goldsmiths Students' Union Publication, Smiths.</li><li>2. To edit, co-ordinate and manage Smiths, including discussing and agreeing the vision and aims of the Publication; attending a one day media training session facilitated by the Student Development Coordinator; appointing sub-editors and ensuring they attend a half day training session facilitated by the Student Development Coordinator; responsibly manage the budget of Smiths; communicating with the chair of the Smiths Society.</li><li>3. To promote and report on Goldsmiths Students' Union events where appropriate, while maintaining editorial independence;</li><li>4. To work with the Student Development Coordinator of Goldsmiths Students Union to ensure that Smiths is published in accordance with copyright and libel laws as well as within the policies of Goldsmiths Students Union, specifically those regarding equal opportunities, safe space and no platforming.</li></ol> |

**Leopard Editor****Vacancies:** 1**Role:** Editor of the Leopard Newspaper**Hours:** Part-time to fit around studies**Status:** Voluntary**Duties as outlined in the by laws:**

1. To be responsible for the regular production of the Goldsmiths Students' Union Publication, Leopard.
2. To edit, co-ordinate and manage The Leopard, including discussing and agreeing the vision and aims of the Publication; attending a one day media training session facilitated by the Student Development Coordinator; appointing sub-editors and ensuring they attend a half day training session facilitated by the Student Development Coordinator; responsibly manage the budget of Leopard; communicating with the chair of The Leopard Society.
3. To promote and report on Goldsmiths Students' Union events, while maintaining editorial independence;
4. To work with the Student Development Coordinator of Goldsmiths Students Union to ensure that The Leopard is published in accordance with copyright and libel laws as well as within the policies of Goldsmiths Students Union, specifically those regarding equal opportunities, safe space and no platforming.

***Programme Director of Made in Goldsmiths and the Gallery (MiG)*****Vacancies:** 1**Role:** Gallery Director**Hours:** Part-time to fit around studies**Status:** Voluntary**Duties as outlined in the by laws:**

1. To coordinate and manage exhibitions in the Gallery located on the 1<sup>st</sup> floor of the Students' Union.
2. To facilitate at least 4 exhibitions during autumn and spring terms, drawing upon the talent of students currently at Goldsmiths as well as alumni
3. To provide opportunities for the student body to develop their creative, entrepreneurial and networking endeavours through exhibitions and events
4. To exhibit work that is in accordance with copyright, slander and libel laws as well as within the policies of Goldsmiths Students Union, specifically those regarding equal opportunities, safe space and no platforming.
5. To be responsible for how the MIG budget is spent in accordance with the financial procedures of the Students' Union.

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| <b><i>Wired Station Manager</i></b>  |
| <b>Vacancies:</b> 1  |
| <b>Role:</b> Manager of Wired Radio  |
| <b>Hours:</b> Part-time to fit around studies  |
| <b>Status:</b> Voluntary   |
| <p><b>Duties as outlined in the by laws:</b></p> <ol style="list-style-type: none"> <li>1. To be responsible for the broadcasting of the Goldsmiths Students' Union radio station, Wired.</li> <li>2. To edit, co-ordinate and manage Smiths, including discussing and agreeing the vision and aims of the Publication; attending a one day media training session facilitated by the Student Development Coordinator; appointing sub-editors and ensuring they attend a half day training session facilitated by the Student Development Coordinator; responsibly manage the budget of Smiths; communicating with the chair of the Wired Society.</li> <li>3. To promote and report on Goldsmiths Students' Union events where appropriate, while maintaining editorial independence;</li> <li>4. To work with the Student Development Coordinator of Goldsmiths Students Union to ensure that Wired broadcasts in accordance with broadcasting laws and the policies of Goldsmiths Students Union, specifically those regarding equal opportunities, safe space and no platforming.</li> </ol> |

## NUS Delegate Positions

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| <b>Position:</b> <i>NUS Delegates</i>   |
| <b>Vacancies:</b> 2   |
| <b>Role:</b> Representative   |
| <b>Hours:</b> Part Time   |
| <b>Status:</b> Voluntary  |
| <p><b>Duties:</b></p> <p>You will represent Goldsmiths Students @ NUS regional meetings, National Conference and attend NUS Compositing. You will act as the Voice of Goldsmiths Students on a national Level</p> |