

ST. THOMAS UNIVERSITY STUDENT'S UNION



OPEN POSITION: SRC CHAIR

“SRC”: Students Representative Council

Application open: April 16th, 2024

Deadline: April 23rd, 2024

Completed applications include:

- Completed STUSU Employment Application Form - [FOUND HERE](#)
- Cover Letter
- Resume

Submit to: Vice President Administration Ahmik Burneo at su_vpadmin@stu.ca with email **subject line:** [Last name]_[Opening job title]

Terms of Employment: part time, September - April 2025, 5 hours/ week.

Wage: \$16-\$19 per hour

Requirements & Expectations:

- Strong professional ethics.
- Strong time management & organizational skills.
- Strong oral & written communication skills.
- Excellent attention to detail.
- Familiar with Robert Rules.

Job Description:

Report to: Vice President Administration.

The Chair of the Students' Representative Council shall be supervised by the Vice President Administration and shall:

- (a) chair all regular and special meetings of the SRC;
- (b) attend all regular and special meetings of the SRC;
- (c) assure that all meetings of the SRC are in accordance with the Constitution, By- laws, Policy Manual, and Robert's Rules of Order;
- (d) express no personal opinion or bias on matters before the SRC; and
- (e) be the Chief Appeal Officer of the Union.

All students are encouraged to apply even if they don't meet all the requirements.

**THE ST. THOMAS UNIVERSITY STUDENTS UNION IS COMMITTED TO THE PRINCIPLE OF
EMPLOYMENT EQUITY.**