



Student President

Position Description

BACKGROUND

USASA is a student run non-profit organisation that aims to support UniSA students across all metropolitan and regional campuses. The governance of the organisation is overseen by the USASA Student Board which is led by the Student President and includes 13 other student representative positions. The Student Board is elected by UniSA students and achieves its goals through the support of a dedicated staff who deliver key services and the day-to-day operation of the organisation. These include, but are not limited to: support for clubs and societies, an academic advocacy service, study support tools, and a range of exciting events and activities across the academic calendar. The needs of students are diverse and ever-changing, but it is the aim of USASA to ensure that anyone studying at UniSA can grow and learn in an environment that is welcoming, supportive, and gives them a genuine voice.

PURPOSE OF POSITION

The Student President's main purpose is to be the Chair of the USASA Board, to oversee the Board's work, and to be the spokesperson and media contact for the organisation. In order to do this, the President presides over meetings, ensures that the Board complies with the Constitution and Regulations, oversees the performance of Board members, and aims to ultimately represent the student voice of all students at UniSA.

In addition to the overarching functions of the Board, it is the mission of individual Student Representatives – but particularly the President – to be the first point of contact for the University in promoting student partnership and decision-making. Whether it is through sitting on University Council, being part of joint USASA/University project teams, or being a member of University disciplinary committees, this means providing a genuine voice for students in key areas of University decision-making.

KEY RESPONSIBILITIES

Although the President must also fulfil the responsibilities common to all Board members, they are also accountable for a range of executive duties:

- Representing USASA as the media spokesperson for the organisation
- Setting agendas and presiding over meetings of the Board and executive committees
- Sitting on all sub-committees of the Board
- Seeking feedback from students of all demographics and understanding the issues important to them
- Monitoring the performance of Board Members and filling vacancies if they arise
- Ensuring the organisation adopts principles and policies of good governance
- Meeting regularly with senior staff and advising the University on student issues
- Participating in professional development opportunities for the benefit of your role
- Attending Formal Inquiries, Academic Review Meetings, committees, working groups, and any other such decision-making body of the University that requires student representation
- Being a member of the University Council and Student Appeals Committee

Throughout the performance of these duties, it is a requirement that at all times Board members must act in good faith, adhere to the USASA Constitution, and comply with all university policies and codes of conduct. This is a critical role for both USASA and the University and it is expected that it be treated as such.

LEADERSHIP EXPERIENCE

As well as the key responsibilities the President must fulfil in their role, there are a range of additional experiences they can gain during their term to enrich their university experience and increase their employability. These leadership activities may include, but are not limited to:

- Leading delegations at conferences
- Shortlisting candidates and sitting on staff hiring panels
- Giving presentations and public speaking
- Event planning and activation
- Inter- and intra-state travel for official USASA business
- Conducting surveys and focus groups
- Drafting policy and position papers
- Designing and managing projects
- Giving interviews and providing statements to the media
- Writing grant applications
- Networking and building professional relationships

As elected student leaders, Board Members are offered development opportunities by USASA staff and the University as well as being given direct support to lead their own Board-approved initiatives.

RECOMMENDED ATTRIBUTES

- An understanding of USASA's mission and goals
- Passion and enthusiasm for improving student life at UniSA
- The drive to improve your leadership skills
- Punctuality and professionalism
- High level organisational skills and time management
- Personal responsibility and ownership
- Community-mindedness and the ability to lead and collaborate with diverse groups

ACQUIRED SKILLS

As well as the personal attributes listed above, there are a number of professional skills you will hone as you develop in the Student President role:

- High level written and verbal communication
- Strong and culturally diverse interpersonal skills
- Confident public speaking and presenting
- Negotiation and influencing
- Policy interpretation and application
- Resilience
- Critical and analytical thinking
- Debating ideas and producing a consensus
- Conflict resolution
- The ability to seek out and respond to feedback
- Experience managing volunteers
- Problem solving and innovation
- Risk assessment
- Accounting and financial analysis

While this list is by no means exhaustive, it aims to demonstrate how this role can increase your employability and develop core transferrable skills. Upon election as Student Present you will commence a year long journey of professional development and personal growth and will come out the other side with a range of experiences you can apply in any industry.

TIME COMMITMENT

In order to satisfactorily meet the operational requirements of the Board, it is expected that the Student President dedicates at least 30 hours a week to USASA matters. This time will be expended in the form of key Board responsibilities and other USASA related activities.

It is recommended that the President consider a reduction in their study load or apply for study leave for the duration of their term in order to meet the requirements of the role.

HONORARIUM

\$20,000 honorarium per annum

- \$10,000 paid monthly by USASA
- \$10,000 paid quarterly by the University for sitting on University Council

TERM OF POSITION

The term of office for all Representatives is from the 1st of January to the 31st of December of the calendar year immediately following their election.

The term of office for Representatives who are elected or appointed to fill a casual vacancy will also expire on the 31st of December.

It is a condition of nominating to this role that all elected candidates must attend a two-day overnight leadership workshop in the January that their term begins. The exact dates will be known prior to the election and will be confirmed on the nomination form.

ELIGIBILITY

In order to nominate and hold office, a Board member must be an Ordinary member of USASA, an onshore UniSA student, and have never been convicted of an indictable offence (or offence of comparable seriousness under any Australian Law), or any offence involving fraud, theft or dishonesty. For individual positions, the following must also apply:

- Each Campus representative must be enrolled at that campus as their home campus
- Postgraduate Student Representative must be enrolled in a postgraduate program
- Undergraduate Student Representatives must be enrolled only in an undergraduate program
- International Student Representative must be enrolled as an international student
- Aboriginal and Torres Strait Island Student Representative must self-identify as an Australian Aboriginal and/or Torres Strait Islander.

Please see section 5.3 of the USASA Constitution for more detail about the eligibility of Board members as this will be verified upon election to any position.