

# University of Saskatchewan Students' Union

## Position Profile

<b>Role:</b>	President
<b>Reporting to:</b>	University Student Council
<b>Immediate Direct Reports:</b>	USSU Senior Management Vice President (Academic Affairs) Vice President (Operations & Finance) Vice President (Student Affairs)
<b>Liases with:</b>	University Administration Provincial and National Student Organizations University of Saskatchewan Students All Levels of Government Executive Committee Indigenous Student Advisory Committee Appointments Committee External Relations Committee Association of Constituency Presidents University Students' Council Chair Graduate Students Association USSU Communications and Marketing Manager

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### **Position Summary:**

The President of the USSU is an elected position responsible for overseeing the USSU Executive Committee. The individual in this position acts as the official liaison with the University and is the chief spokesperson for the Students' Union. The President is responsible for student loan issues and liaising with provincial and federal governments and other student associations,

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### **Qualifications:**

#### **Education:**

- Must be a current undergraduate student at the University of Saskatchewan
- Academics and tuition must remain in good standing

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### **Key Accountabilities:**

- Work closely and in consultation with USSU Senior Managers or designates, USSU Executive, and University Students' Council (USC)
- Report and make recommendations to USC
- Chief spokesperson for the USSU
- Be informed and assist students with student loan issues

- Ensure USSU is representing issues relevant to University of Saskatchewan undergraduate students
  - Follow the Executive Protocol Policy and Executive Terms of Employment Policy
  - Hold regular office hours
  - Overseeing response to ongoing current events and issues relevant to students in post-secondary education
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### ***Key Responsibilities:***

#### **Responsibility Relating to External Relations**

- Meet and establish relationships with MLAs, cabinet ministers and government department employees.
- Meet and establish relationships with other student unions
- Attend annual provincial budget

#### **Responsibility Relating to University/Institutional Obligations**

- Member of the following committees but not limited to:
  - Board of Governors for University of Saskatchewan
    - Audit and Finance Committee subcommittee
    - Land and Management Committee
  - Recreation and Athletics Advisory Committee
  - Financial Appeals Review Committee
  - Scholarships, Bursaries, Loans Committee
  - Governance Committee of University Council
  - Information Systems Steering Committee
  - Strategic Priorities Steering Committee
  - Student Fee Appeal Committee
- Attend and deliver the report to U of S Senate
- Attend regular meetings with Usask Administration
  - President's Executive Committee (PEC)
  - Provost, Vice-Provost, Deputy Provost, and other appropriate administrators.
- Attend University Orientation, Indigenous Student Orientation, International Student Orientation; and other student orientations as decided by the Executive Committee.

#### **Responsibilities Relating to USSU Governance and Executive Membership**

- Attend University Students' Council meetings
- Chair weekly Executive meetings
- Assist in the preparation of the USC agenda
- Coordinate and chair meetings of the Association of Constituency Presidents
- Coordinate and chair meetings of the Appointments Committee
- Coordinate and chair meetings of the External Relations Committee
- Coordinate and chair meetings of the Indigenous Students' Advisory Committee
- Oversee monthly executive reports

- Overseeing all executives and external affairs
- Attend all other meetings requested by the executive committee
- Sit as a member of the hiring committee for various employee and management interviews
- Report committee meeting minutes at USC
- Volunteer at the Centres
- Attend the annual USSU Retreat
- Participate in the Executive Transition
- Attend Student Leadership Conference
- Attend USC Retreat

### **Responsibility related to Students**

- Chief spokesperson for the USSU, including all media relations
- Deal with student loan issues when brought forward by students
- Ensure the USSU lives up to the Strategic Alliance with the Office of the Treaty Commissioner as outlined in the agreement

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*Last Updated: March 27, 2023*