

The Falmouth & Exeter Students' Union Student Council

SU Environment & Ethics Officer
Role Descriptor



SU Environment & Ethics Officer

Short Description:

You will be working with SU Presidents, and SU staff to make sure the student experience is greener and more ethical! Representing students on SU initiatives, campaigns and policies for environment and ethics issues.

Status:	Part-Time Officer
Elected:	By secret ballot by all Falmouth and Exeter students
Term of Office:	1 Academic Year
Accountable to:	The student body via SU Board of Trustees, SU Student Council, Annual General Meeting and Union General Meetings
Member of/attends:	SU Student Council (twice a term) 1:1 with SU President Student Experience (twice termly) Regular updates with SU Student Voice staff Other groups or meetings as appropriate and mandated
Hours:	As the role requires and can be flexible dependent on studies.
Remuneration:	This is a voluntary role, however, out of pocket expenses will be paid where appropriate.

Role Summary:

- To represent and campaign on students' interests with particular regard to environmental and ethical issues;
- To work closely with the President Student Experience to help to ensure that all SU operations are as environmentally and ethically sound as possible.

Responsibilities:

1. To attend all meetings as required by the role;
2. To attend other relevant meetings and make contact with appropriate colleagues within Exeter, Falmouth and Falmouth Exeter Plus as well as external agencies if applicable.
3. To work with SU Managers to ensure that SU reflects good environmental and ethical practice;
4. To promote, provide advice and support to students regarding environmental and ethical good practice;
5. To develop and deliver environmental and ethical policy and practices as agreed for SU;
6. To contribute to the SU awareness-raising activities regarding the environment and ethics;
7. To manage and report on any budgets received in line with SU procedures;
8. To liaise with, support and be involved with relevant SU societies;
9. To ensure that a minimum of one event/campaign during the academic year is held to focus on environmental and ethical issues;
10. To represent the student view and experience when working with the SU plan and deliver activities regarding environmental and ethical issues;
11. To consult with students regarding environmental and ethical issues and take action to move proposals forward in SU and its partner organisations;
12. To maintain an awareness of and encourage student involvement in NUS environmental and ethical campaigns and other regional, national and international campaigns of relevant to students;
13. To input into the planning and delivery of the next Welcome Week programme, particularly regarding environmental and ethical activities and issues;

General Duties:

1. To undertake training as required to fulfil your role;
2. To conduct yourself appropriately as a public representative of students and SU.
3. To make yourself known to the students you represent;
4. To effectively communicate information and plans with relevant members of the SU team;
5. Ensure that SU policies and procedures are adhered to at all times, and where appropriate, make recommendations and contribute to the amendment or development of a policy;
6. Carry out duties within the scope of the role as set out in the SU Constitution & Bye-laws or as mandated by the SU Board of Trustees, SU Student Council, Referenda and General Meetings;
7. To regularly provide a written report to the SU Student Council on duties undertaken;
8. To promote the SU and student involvement in line with SU branding and marketing guidelines;
9. To deliver a handover for your successor;

Key Contacts

- SU President Student Experience (Mentor)
- President Welfare & Inclusivity
- President Falmouth
- President Exeter
- SU Student Council
- Student Voice Team