



otago uni **students'** association

Cover Letter

This quarter, from my election, has been an interesting and exciting journey! From the by-election to now I feel that my understanding of OUSA as an organisation has changed drastically and I am very appreciative of the work that the Executive does. It has been a very busy time, and balancing this has been challenging but I am happy that I have managed the transition and am in a rhythm with Executive work. Ten hours doesn't seem like that much until your very busy, and having active work on the Mental Health Campaign has been very helpful in directing my time and giving me an opportunity to better learn how to plan my time. The Campaigns Officer role is coming to an end with my tenure, and being in the role it is not hard to see why. It is an awkward role to navigate, and I don't think the job description accurately represents the function of my role on the Executive. I can improve on some elements of the description, particularly in being more proactive with communication, but otherwise I hope that I am performing the role in a way that is of practical use to the Executive when there is so little time after the by-election to get brand new initiatives up and on their feet.

The video content I have produced has been a source of pride, and having people ask me about the promoted events in person because of the video was vindicating. I hope that before the end of the year I can continue to look at promoting OUSA's work in interesting and enjoyable ways because it is both fulfilling for myself and engaging for students. I would like to note Lewis Brown's work, as he really did put a lot of effort and skill into those videos.

The Mental Health Campaign is very close to my heart and I am very happy that it is engaging feedback from student's as a core part of the process. I know that this year's Executive and future Executives' want to do good work in this area, but I know I've found it difficult to know how to action that intention in a way students want. Hopefully by providing a snapshot of feedback, this will help the Executive going forward. I look forward to producing results in this area in the coming months and preparing a useful resource for the Executive.

The Executive has been a wonderful and supportive team, particularly the President, Administrative Vice President and Finance Officer, which has helped my transition into the role immensely. There have been challenges in communicating with the Welfare Officer, and as my hopes for my role have been closely linked to welfare, it has been frustrating not being able to make progress as quickly in some areas. I am concerned that Mental Health Week will not be reaching its fullest potential for students, and I again reiterate my eagerness to support events and initiatives as directed by the Welfare Officer. I will provide as much support as I can for this as a campaign, but I do not want to overstep into the work of the Welfare Officer.

I look forward to the rest of the year, and although I am happy with the work I have done so far, I will hopefully improve where I can and produce some positive work and results.

Thank you,
Benjamin McCook-Weir

Benjamin McCook-Weir
Campaigns Officer
3rd Quarter Report 2019
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PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

14.1 Be responsible for ensuring the execution of the publications, campaigns and initiatives OUSA undertakes.

Ensuring the execution of the publications, campaigns and initiatives OUSA undertakes is a significant and wide scope. I have been engaged in working with OUSA campaigns for the Valid Voter, at the BBQ with other members of the exec, SGM and Nominations for the OUSA Elections. My main focus has been on a Mental Health Campaign, and undertaking a feedback and consultation process for next years Executive to better engage within mental health issues for the Executive generally.

14.2 Where reasonably required, assist the Colleges Portfolio Executive Officer with their duties.

Jack does not appear to have needed any significant assistance so far, but I am happy that I have a positive relationship with the Colleges Officer and am more than willing and able to help him where needed.

14.3 Be a member of appropriate internal committees of the Association, including, but not limited to:

14.3.1 Welfare Committee;

I have been in communication with the Welfare Committee but have been unable to attend a meeting so far. I am hoping to attend the next one and future Welfare Committee's as they are organized.

14.3.2 Colleges Committee;

I attended the first of the Colleges Committee's after being elected, and was made an ex officio member. It was very helpful in guiding the direction of the feedback for the Mental Health Campaign. I was unable to attend the second because of a conflict, but look forward to attending in future.

14.3.3 Education Committee.

The Education Officer advised that it was not necessary for me to be on this committee and I am sure that my relationship with Will would enable him to tell me if there were any campaign directives coming from the committee.

14.4 Support all Executive Officers in the running of campaigns and initiatives, ensuring they are executed in line with the Association's Strategic Plan and objectives, and that the student body are informed of these events.

I have produced two videos to inform the student body of campaigns related to the Student General Meeting and the OUSA elections, and have assisted in the production of a video to promote the Mayoral Forum with the President and Finance Officer. I have tried to support the Welfare Officer in a couple initiatives, particularly in taking control of the Mental Health

Campaign and the current student facing work. I will continue to support the work of the other Executive Officers going forward.

14.5 Liaise weekly with the Chairs of all OUSA committees to ascertain the campaigns and initiatives directives from those committees, and act on those directives where appropriate.

I am in contact with the Education Officer, Colleges Officer regularly through my presence in the office and have not received any directives yet as to campaigns, but am available to act on them as needed.

14.6 Maintain a good working relationship with the manager of OUSA Events, proactively seeking opportunities to tie their events in with campaigns and initiatives.

From my experience with Capping Show, and now as an Executive Officer, I am happy that I have a good working relationship with events. My focus has been general, and where applicable other Executive Officers have been engaging more actively with OUSA Events for campaigns that I have been involved in (E.g. SGM). My focus has not required me to work closely with Events yet, but I look forward to liaising with Events and the Welfare Officer more towards Mental Health Week, and a Mental Health Hui as part of that event.

14.7 Maintain a good working relationship with the Administrative Vice President, proactively bringing issues relevant to campaigns and initiatives to their attention, and where reasonable, meet with them on a weekly basis.

My relationship with the Administrative Vice President is very good, and we have been meeting on a weekly basis. I have brought any issues to her notice as required and have been clearly communicating what I'm working on to her regularly.

14.8 Maintain a good working relationship with the Managers of the Student Support Unit, the Recreation Unit, the Communications Unit, the Events Unit and Planet Media Dunedin Limited, and where reasonable liaise with them on a weekly basis.

It has not been necessary to establish weekly meetings with the Student Support, Recreation, Communications and Events Units, but I have been in contact with all except Recreation, and am happy that my relationship with all is sufficient to fulfil the role of Campaigns Officer. In particular, I am happy that I have been able to productively engage with the Communications Unit to help put OUSA work to the student body in different ways.

14.9 Act as the reference point for Executive and staff for all issues relating to OUSA campaigns and initiatives.

I have been at OUSA and available for anyone for any issues relating to campaigns, and I think this has manifested in being able to steer the Mental Health Campaign in a different direction when it appeared that the Executive was generally hoping that the campaign could look a different to its initial conception. There is a lot going on that people seem to be successfully independent in pursuing, which I haven't needed to act as a reference point for. I hope that I will continue to be approachable for anyone for any campaign issues.

14.10 Be responsible for adequate representation of Executive Officers at OUSA campaigns, initiatives and events.

Executive Officers attendance at events has been largely self-regulating. I have worked to ensure that Executive Officers are involved and giving feedback in a the Mental Health Campaign, so that they are represented in the underlying process. The President has featured

in a video, and I hope to incorporate more of the Executive into some future content as is appropriate.

14.11 Where practical, work not less than ten hours per week.

I am happy that I have been consistently working at least ten hours a week, and have balanced slower weeks with heavier workload weeks. It will be difficult during the upcoming exam period, but I look forward to providing my hours to important initiatives during and after this personally busy season.

PART TWO: GENERAL DUTIES OF ALL EXECUTIVE MEMBERS

3.1 Where reasonable, all Executive Officers are expected to assist as volunteers for OUSA events and functions (cont.)

I have been at our political events recently, including the Valid Voter BBQ's and the SGM, but beyond that there have not been many events since I was elected which have required me to be in attendance as a volunteer. I will happily assist any events where volunteers are required and I can be of practical assistance.

3.2 Where reasonable, all Executive Officers are to be available for Executive meetings, national conferences, national and local campaigns, Executive training sessions and Executive planning sessions.

I have attended all Executive meetings since I was elected bar one for a doctors appointment. There have been no other applicable engagements,

3.3 All Executive Officers with control of budget lines, or who have been allocated a budget line, shall maintain detailed budgets and not exceed their budgeted expenditure.

I have not yet engaged a budget for any of my campaign work.

3.4 All Executive Officers, where possible, shall maintain regular, publicised office hours, and are expected to regularly check and respond to all correspondence received.

I have been checking and responding to correspondence as required, although I should have given more feedback on a number of documents sent by other Executive Officers. Hopefully I can improve in this area for the last quarter. I have not maintained publicized office hours, but am frequently in the office and available.

3.5 All Executive Officers shall every quarter undertake five hours of voluntary service which contributes to the local community.

I am unfortunately unable to say that I have undertaken five hours of voluntary service this quarter but am looking forward to volunteering at the marae with the Exec this coming weekend.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

I am only involved in the Welfare Committee and Colleges Committee. I actively reached out to the relevant OUSA committees when I was elected, and have been of relevant use to those. I hope to continue to be involved and attend those. I am not on any University committees and I believe Georgia has carried over her attendance as Administrative Vice President from

Campaigns Officer, and so there has been no need for me to join those. When the Executive was appointing members to University Committees, there did not appear to be an express need for me to be on any, and unless there is a pressing need, it is not a priority to involve myself beyond the OUSA committees heading into the final quarter.

PART FOUR: GENERAL

I do not think there is anything additional in this space, other than I would like the work I continue to do to the end of year to be able to positively aid next years Executive in their work as it appears that it will be difficult to create new initiatives in the short time frame beyond the Mental Health Campaign to benefit students immediately.

1472 Words

GOALS/RECOMMENDATIONS

- Finish collecting feedback on the Mental Health Campaign and produce a corresponding report: I would like to have at least 200-250 responses to the feedback to be able to give a beneficial snapshot of student interest in a Mental Health Campaign. I will not be working to produce a statistical reflection, because I think that the timeframe is too short, and students interests too busy, to fully enact that, but I think that creating a snapshot will still be of use to any work going forward for the Exec.
- To assist in Mental Health Week with the Welfare Officer, Events and Communications to develop a useful and engaging week for students. – particularly in assisting a Mental Health Hui and taking direction from the Welfare Officer as to the form of events.
- To develop a new support resource for students going into Colleges for 2020 – I am aware that members of the Welfare Committee were working on something similar, and I had made initial investigations into a Queer Support resource for Colleges Packs, and think that some good work can be practically achieved.
- Continue to put the required work into the Executive over the busiest time of the year, whilst respecting and supporting the wellbeing of myself and other members of the Executive where appropriate.