

JOSHUA SMITH (JOSH SMYTHE)

RE-CREATION OFFICER

4th QUARTER REPORT 2019

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1342 WORDS

EXECUTIVE SUMMMARY

The final quarter of 2019 has been amazing. Following a close but successful re-election, I took the opportunity to reach out to my each of my competitors, taking on board their advice and critiques of how I hold this office, and inviting them to work with me on project for next year. In this process of reflection, I was able to discern some new pathways forward.

I have started an OUSA external grants project (now being coordinated by our CEO) in order to supplement aging infrastructure work and augment our Clubs and Socs Grants pool. A single university department was recently granted \$450k from a local funder, highlighting the resources available when pursued. I have worked with Michaela (the clubs and socs manager) to nail down some ways I can best work alongside the existing and upcoming marketing campaigns and strategies to promote our amazing clubs and societies. Blues and Golds was hosted by the University for the first time - and we will continue to work closely with them to improve this showcase event. The Affiliated Clubs Council was well attended and productive, it was wonderful seeing so many clubs gathering in one space, and the outcomes were inspiring and informative.

PART ONE: EXECUTIVE OFFICER POSITION DESCRIPTION DUTIES

12. Duties of the Recreation Portfolio Executive Officer

12.1 Promote via publications, promotions and campaigns the existence of, and encourage participation in, clubs, societies and recreation at the University of Otago.

I have kickstarted a new initiative to increase visibility of clubs and societies, Michaela is investigating a new display screen at the entrance of clubs and socs, which will showcase clubs, their logos, activities, and opportunities. In addition to this I was instrumental in connecting OPSA with Michaela in order to coordinate an increased clubs presence at the Polytech, such as a polytech clubs day, and working with them to point relevant clubs in their direction for events and O-week festivities.

12.2 Represent Recreation on University and Association committees as required by the Association.

I have fulfilled this through my presence and input via the Caroline Plummer Dance Fellowship, the Division of Humanities Performing Arts Fund

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

12.3.1 Grants Committee;

12.3.2 Blues Panel;

12.3.3 Golds Panel;

I have been an active and engaged member of the aforementioned committees.

12.4 Chair meetings of the Grants Committee, ensuring that all interested affiliated clubs, societies, and OUSA members are given the opportunity to apply for OUSA grants.

I chaired the wildcard grants round this quarter, and we effectively distributed the remainder of the OUSA grants pool. In addition to this I am working with the chair of the Performing Arts Fund in order to increase visibility and applications for 2020.

12.5 Be the Chair of the Blues and Golds Panels, as well as the Affiliated Clubs Council.

I chaired the Blues and Golds committee meetings, as well as the Affiliated Clubs Council. The Affiliated Clubs Council was especially productive and well attended.

12.6 Assist the affiliation of all Recreation by:

12.6.1 Working with the Finance Officer and Clubs Development Officer in affiliating Recreation; and

12.6.2 Working with the International Students' Portfolio Executive Officer and other Executive Officers to facilitate the affiliation of cultural clubs.

The Affiliation of clubs is a streamlined process, I have assisted wherever needed.

12.7 Maintain a good working relationship with the Recreation Manager and Clubs Development Officer, and where practical, meet with them on a monthly basis.

I have adhered to these conditions and met with the Manager and Officer throughout this quarter to discuss plans for next year extensively, as well as reflecting on what went well this year. Our working relationship is strong and plans well set for next year.

12.8 Liaise regularly with the Clubs Development Officer to ensure the effective functioning of clubs, societies and OUSA committees and panels coordinated by the Clubs Development Officer.

Our channels of communication have remained good and clear, and the CDO is effectively functioning. Sarah is awesome at her job and has a wealth of institutional knowledge at her side, other than chairing meetings and the odd issue I have not been required for many issues on this side of things.

12.9 Maintain a good working relationship with the Administrative Vice President, proactively bringing issues relevant to recreation to their attention, and meeting with them on a weekly basis.

I have brought a number of my endeavors regarding recreation to the attention of the Administrative Vice President, and met with her when necessary, maintaining a good working relationship.

12.10 Maintain a good relationship with all affiliated Clubs, assisting them when required with issues pertinent to them or their members.

I have heartily fulfilled this obligation, attending many club events and befriending a large number of club members. There have been no issues that have required my assistance this quarter.

12.11 Maintain a good working relationship with the University, in particular: the Manager of Recreation Services.

I have reached out to Dan Porter and let him know I am always ready to work with him; however, we are quite distinct entities. I have a wonderful working relationship with the University.

80\$ summer course fees unipol

12.12 Perform the general duties of all Executive Officers.

Addressed below.

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

As per usual, my work output varies from week to week, depending on the week, going far over the ten hours per week most weeks. Over the course of this quarter I have absolutely satisfied this obligation, despite things slowing down for exams and summer.

PART TWO: GENERAL DUTIES OF ALL EXECUTIVE MEMBERS

3. General Duties of all Executive Officers

3.1 Where reasonable, all Executive Officers are expected to assist as volunteers for OUSA events and functions, including, but not limited to:

3.1.1 Assisting at the OUSA Tent City marquee and other activities during Summer School, Orientation and Re-Orientation;

3.1.2 At an individual Executive Officer's discretion, be a safety contact during Orientation, Re-Orientation and other OUSA events throughout the year;

3.1.3 Collecting for the capping charity; and

3.1.4 Assisting with elections and referenda where appropriate, including but not limited to advertising the election and collecting votes.

There were no elections nor referenda this quarter.

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 been available, where reasonable, for all the aforementioned.

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 had a few projects this quarter that I wished to use some budget for – but was informed that they lay in the domain of marketing/Clubs and Socs budget lines, and therefore did not qualify. This highlights some of the internal struggles of this role, where there are several professional arms of OUSA that reach into areas of my responsibility (eg to promote clubs and societies). I have once again used none of my OUSA budget this year, allowing it to go into the general pool to be spread amongst other exec campaigns and projects.

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

I maintained my publicized office hours but have never encountered a student specifically looking for me in the office. I have had many meetings outside of office hours with both groups, and individual students.

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



otago uni **students'** association

I have helped extensively with the Marae, the Castle Street Cleanup, and a number of other grassroots student lead volunteer initiatives (Eg the Jungles Shave for A Cure), not to mention the many many hours of free and open yoga and meditation.

PART THREE: ATTENDANCE AND INVOLVEMENT IN OUSA AND UNIVERSITY COMMITTEES

I enjoy meeting with committee members for the following groups, to actively distribute resources and rewards for activities on and around campus.

The Caroline Plummer Fellowship in Community Dance
The Division of Humanities Performing Arts Fund
OUSA Blues Panel
OUSA Golds Panel
OUSA Grants Panel

PART FOUR: PROGRESS ON GOALS

At the start of the year I set three broad goals:

Be a positive, accessible, and visible presence at grassroots and official student events

Share yoga, fire spinning, and meditation with all those keen to learn (and specifically offer these to clubs)

Provide advice and consultation around a range of topics students bring to me

All of the aforementioned goals are very community focused. In the final quarter of the year, due to exams and the encroaching rays of summer, my activities slow down. Throughout this year I have absolutely completed these goals – actively making new friends and networks, working with heaps of clubs, helping people through difficult situations, and being a visible and accessible presence at a number of student community events.

For next year I shall set goals which are more specific, role focused, and measurable.

PART FIVE: GENERAL

This year has been amazing. I continually discover new ways in which to best wield this office, bringing my perspective and knowledge to the table in order to continue to serve the student body.

Projects for next year are lining up quickly, such as expanding free yoga and meditation, working closer with OPSA, two affiliated clubs councils (one in each semester), and seeing what the students think about clubs only voting for my role via referendum, in addition to assisting with general exec duties. Most of the prep for these has been communicating with the relevant people involved, the main bottleneck being them getting back to me – such as is the case with use of the Union Hall for yoga etc. I expect that as the year turns over the lines of communication will clear up, and we will be able to move forward with these projects!