

Reid Eberwein

Clubs and Societies Representative

1st Quarter Report 2023

Words: 1244

Part One: Executive Officer Position Description Duties

15.1 Promote via publications, promotions and campaigns the existence of, and encourage participation in Clubs and Societies.

I have only been in Dunedin for the last month, but one of the promotions for clubs I have initiated has been through Jaime and Caroline. There is now an option for clubs to sign up (lol) to a table in the clubs and socs building, where they can hopefully recruit more members. There are slots everyday Mon-Fri from 12-1.

15.2 Collaborate and liaise with relevant Clubs and Societies to help participate within the Association's events and initiatives.

I have told clubs that I am here to support them in any way possible. This quarter I've participated in many club events and hope to continue to do so each weekend.

15.3 Be an ex-officio member of all affiliated Clubs and Societies.

I am an ex-officio member of all affiliated Clubs and Societies.

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

15.4.1 Grants committee; and;

15.4.2 Blues and Golds panel.

I am a member of both committees and have attended all meetings that have been held to date.

15.5 Attend and support the Chair at monthly meetings of the Grants Panel ensuring that all interested Clubs and Societies and the Association members are given the opportunity to apply for Association grants.

I have not attended the grants panel meeting this quarter, as Caroline is new and still figuring out the process for the panels. I am in direct contact with her most days and up to date with the grants process.

15.6 Chair meetings of the Blues and Golds panel.

I have not chaired the Blues and Golds panel as it has not taken place yet.

- 15.7 Chair a bi-annual meeting of the Affiliated Clubs Council ensuring all interested Clubs, Societies and all committee members are advised of meeting times, that the agenda is prepared and circulated beforehand and ensuring that the standing orders of the committee are adhered to.**

I have not yet chaired an Affiliated Clubs Council meeting as we have decided to move it to an email to avoid the poor turnout it typically receives. I have prepared an email and been working with Jaime and Caroline to send it out sometime this week.

- 15.8 Maintain a good relationship with all affiliated Clubs and Societies, assisting them when required with issues pertinent to them or their members.**

- 15.8.1 Attend Annual General Meetings of Clubs and Societies, when possible and assist where needed.**

I have communicated with clubs when assistance was required, but have not yet attended any SGMs or AGMs during this quarter.

- 15.10 Liaise and collaborate with the Recreation Manager to help create new recreation programmes as needed and demanded.**

I have been in contact with Jaime and liaised when necessary. Working at the Clubs and Societies building once a week gives us regular catch ups on anything to do with recreation.

- 15.11 Maintain a good working relationship with the Clubs Development Officer, meeting with them when relevant.**

It has been great getting to know Caroline and we have developed a good relationship with efficient communication.

- 15.12 Maintain a good working relationship with the Academic Representative and International Students' Representative and to liaise when relevant regarding Academic and International focused clubs.**

I have a good relationship with both Keegan and Mia.

- 15.12 Maintain a good working relationship with the Administrative Vice-President, proactively bringing issues relevant to Clubs and societies students to their attention and meeting with them on a weekly basis.**

I have a good relationship with Imogen and have arranged to meet weekly. I have only been able to meet with her once this quarter as I did not arrive in Dunedin until late February so did not officially begin my duties until then.

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

I have endeavoured to work no less than ten hours per week. I have on average worked 10 hours every week since being back in Dunedin.

Part Two: General Duties of All Executive Members

3.1 The appointed term for all OUSA Executive Officers shall commence from the 1st of January and will terminate on the 31st of December of that same year.

My term commenced on the 1st of January 2022 and terminates on the 31st December.

3.3 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 that have happened since I arrived in Dunedin

3.4.1 Regularly check and respond to all communications.

I regularly check all executive correspondence.

Part Three: Attendance and involvement in OUSA and University Committees

- OUSA Executive: I have attended all meetings I have been in Dunedin for.
- Grants Panel: I will attend the grants panel once they have been set up

Part Four: Goals and your Progress

Club collaboration

- I would love to utilize the space in central library where Union Grill used to be. It has recently been redone and I think would be a great space for interclub collaboration. I intend to distil this information in my Affiliated Clubs Council Email

More Clubs and Socs engagement

- I have already set up a table to be placed in clubs and socs where clubs can sign up to advertise their club to the throng of students entering the building.
- I hope to increase the amount of first year engagement with clubs

Part Five: General

Overall I have not been able to achieve this quarter what I had hoped as it took me a little longer than expected to settle into the role, but hopefully I will be able to pick up the pace next quarter. This was also largely to the fact that of two of the months for this quarter I was working full time which affected my capacity and made it difficult to understand the workings of my role and who was who. I was left with a very well written handover document by Tulsi, and this made everything make sense when I got back to Dunedin. However while I was not in Dunedin, I did try to keep up to date with all correspondence.

I hope to ensure that all the hard work done by Tulsi last year is maintained in my term as a framework for future Clubs and Societies Representatives, as well as implementing my ideas into that framework. I look forward to collaborating more with the Executive and others part of OUSA in the quarters to come, and hope that I can be involved in more club events.