

Reid Eberwein

Clubs and Societies Representative

2st Quarter Report 2023

Words: 1144

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.

For the second half of Semester one, I was encouraging the clubs to take advantage of the 'have a go day' made available by the Clubs n Socs building. I also spearheaded the initiative of the ability for clubs to sign up to a table during \$4 lunch and promote their club.

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 encourage Emily to do the same next semester

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. We have held two Grants committees, where we have allocated \$27,783.77 through three rounds of applications.

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 attended 2 Grants panel meetings, the first covering the first two rounds of applications as Caroline was still getting adjusted to her position. I am in direct contact with Caroline 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 decided to move the Affiliated Clubs Council meeting into an email format, where I distilled all the information in the form of a newsletter. This was due to low attendance last year, and an email would get more outreach. I continued this with more newsletters that I sent out when there was sufficient information to distil.

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. I live with Keegan and see Mia more than twice a week.

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 biweekly. I have only been able to meet with her once this quarter due to scheduling conflicts and poor planning from both of our sides. I hope Emily is able to utilize what Imogen has to offer in the coming semester

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 22nd of June.
Wahoo!

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 most executive meetings that have happened since I arrived in Dunedin. I am glad the meeting table was switched to Tuesdays at 5:30 as Thursday was not working for me

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 have attended all Panels to date.

Part Four: Goals and your Progress

Club collaboration

- I would love for Emily 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 was able to distil this information in my Affiliated Clubs Council Email, and a few club have taken advantage of this space already. I would love to have more interclub events there. I also flirted with the idea of a clubs ball at The Otago Museum, and think it would be a good project for Emily to undertake.

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 Emily is able to increase first year engagement with clubs, whether that be through promotion or facilitating growth internally within clubs.

Part Five: General

I have enjoyed my time as Clubs and Societies Representative. I am excited for Emily to be my replacement, as she is quite knowledgeable with constitutions and can fill in the gaps where I lacked. This role is lucky to be supported by such a great exec and a great team at clubs and socs. Caroline has been absolutely amazing at answering any questions and always has her finger on the pulse. I am happy with my time as clubs rep and am very confident in placing Emily at the helm.