

Emily Bull

Clubs and Societies Representative

Third Quarter Report 2023

Submitted 20th September at 1pm

(number of) 1350

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.

So far this semester, I have helped clubs through engaging with them online through social media. During the Clubs Day this semester, I spoke to all clubs about opportunities to promote their club (e.g. through social media or within the Clubs and Societies building). Throughout my fortnightly newsletter, I have been promoting ways to get involved and to fundraise.

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

I have worked hard to engage with clubs this Semester. I introduced myself and spoke to every club on Clubs' day. I let them know they are welcome to email me with any concerns or requests for support. This quarter I have engaged in numerous club events including, but not limited to, ODA Gala, Southeast Asian Ball, AAPES SGM, ORBS board games night and more!

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

I love being a member of every club. I flex this fact way too often.

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. This means I have attended two grants' meetings (with our final one being tomorrow). I have also attended the Blues and Golds Panel meeting this semester which really humbled me.

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 and supported Caroline at two Grants Panel meetings. Additionally, I have taken on feedback from clubs regarding grants and am currently working on ways to make grants applications more accessible. This includes creating a grants application checklist.

15.6 Chair meetings of the Blues and Golds panel.

I worked to Caroline to prepare for the Blues and Golds panel. Caroline took the lead on the meeting. However, I worked hard to be well prepared before the meeting, as well as engaging in conversation during the meeting.

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 chaired the second Affiliated Clubs Council/Korero on the 5th September. Through trial and error, I managed to find a time which worked for a lot of clubs and introduced an incentive of winning a New World voucher. This led to us meeting quorum (woooo). I received a lot of useful feedback from this meeting which I plan to work on implementing for the following year.

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

I have maintained a good relationship with all affiliated clubs and societies. I have assisted numerous clubs in resolving a range of issues. I also have been answering numerous emails regarding reaffiliation, constitution changes and AGM's. Additionally, I attend several clubs events.

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

I have communicated with numerous clubs regarding SGM's and AGM's. I have provided advice on meeting quorum, how to host one and how best to update their constitution to align with the OUSA constitution. I attended both the SEA and AAPES SGM's this semester. I plan to attend several AGMs in the following month.

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 Jamie and liaised when necessary. I often see him at the Clubs and Societies building and fill him in on Club related matters. Recently many of our discussions have been around the Thursdays at Evison initiative.

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

I have a strong relationship with Caroline and often see her once a week. We have been working quite closely on a range of topics, such as the grants panel, creating handouts, updating the website and club related issues. Caroline slays so hard <3

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 Cyrus and Mia. This semester I worked with Cyrus to create the Cultural Representative proposal together. We have also spoken about the numerous Cultural Clubs and opportunities within the University. Although Mia and I have a positive relationship, I have not needed to meet with her as there have been no issues regarding Academic focused clubs yet.

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 meet with her when required. We often stay in touch discussing OUSA related matters either in person or online. I enjoy working with her and talking to her about my role.

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

On average, I work around 10.6 hours a week.

Part Two: General Duties of All Executive Members

- 3. 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 26th of June (happy birthday to me) 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 whilst being the Clubs and Societies Representative (both normal and emergency).

3. Regularly check and respond to all communications.

Yeah dawg my boyfriend always tells me to get off the phone.

Part Three: Attendance and involvement in OUSA and University Committees

- OUSA Executive: I have attended all meetings during my term to date.
- Grants Panel: I have attended all during my term Panels to date.
- Blues and Golds Panel: I have attended all Panel's during my term to date.
- Affiliated Clubs Council: I have attended all meetings during my term to date.

Part Four: Goals and your Progress

Club Support and maintenance

- One of my goals this semester was to maintain all of Reid's work and keep clubs afloat. Alongside this, I wanted to be able to provide support to all clubs and be a friendly face to turn to. I believe I have done well at maintaining Reid's work whilst also expanding on it. Numerous clubs have approached me about club related matters in which I have responded in a timely manner. I have gone out of my way to provide additional support for clubs, offering it before being asked (e.g. Would you like me to share this post for you?)

Develop more resources

- This is a new goal of mine, stemming from the Affiliated Clubs Korero. I am hoping to develop more resources which are clear and easy to follow. This would be for a range of things, but mainly applying for grants.

Part Five: General

I have really been enjoying my role so far! Everyone in the OUSA team, both within and outside of the executive, have been so welcoming and I'm super grateful for that. I also do want to acknowledge that a portion of my hours has been put towards advocating for the Cultural Representative, with support for Cyrus which I am really proud of :)