



## **By-Law: Part-Time Officers**

### **1. Introduction**

#### **1.1. Interpretation**

This By-Law shall be subject at all times to the provisions of the Articles and shall be read in conjunction therewith.

#### **1.2. Alterations of the By-Law**

These By-Laws shall be amended from time to time by Association Council by a two-thirds majority.

### **2. General Duties of Part-Time Officers**

GSA Part-Time Officers shall carry out such duties and responsibilities as arise consequent to upon being elected to the post, in particular:

#### **2.1. Attend:**

2.1.1. All relevant training events

2.1.2. Association Council

2.1.3. GSA Annual General Meetings

2.2. Represent students to the GSA and the University

2.3. Actively gather feedback from students they represent

2.4. Engage with the democratic process of the GSA in relation to their campaigns and help to review relevant GSA policies

2.5. To contribute to the creation, discussion and debate of policy motions submitted to the GSA Council for approval.

- 2.6. Engage with local and national campaigns and bodies in relation to their role
- 2.7. To promote and bring about change based on manifesto promises
- 2.8. Run campaigns in collaboration with the Sabbatical Officers to effect change
- 2.9. Feedback to students about the work they are doing
- 2.10. Help to deliver and shape the GSA strategic priorities, contribute to the promotion of the GSA vision and share the GSA values.
- 2.11. Produce a handover for their successor
- 2.12. Actively campaign for and be involved in the development of the GSA and the University's provision for students in relation to their respective remits.

### **3. Part-Time Officer Responsibilities**

In addition to the general duties and responsibilities outlined in 2. above, Part-Time Officers should fulfil the obligations set out below in relation to their role consequent upon being elected into the post

:

#### **3.1. Chair of Council**

- 3.1.1. This Officer role is open to all postgraduate students.
- 3.1.2. To work with the GSA President on matters relating to governance and democracy.
- 3.1.3. To Chair all meetings of the GSA Council.
- 3.1.4. To be the driving force for the work of the GSA Council, ensuring that the elected officers are held to account, and working with the elected officers to ensure that policy resolutions are actioned.

#### **3.2. Participation Officer**

- 3.2.1. This Officer role is open to all postgraduate students.
- 3.2.2. To work with the VP Wellbeing and Community on issues that affect participation of postgraduate students at the University and GSA.

#### **3.3. Sports Officer**

- 3.3.1. This Officer role is open to all postgraduate students.
- 3.3.2. To work with the VP Wellbeing and Community on matters related to postgraduate involvement with sport.
- 3.3.3. To support the running of GSA sports sessions.
- 3.3.4. To coordinate postgraduate sports teams.

#### **3.4. Volunteering Officer**

- 3.4.1. This Officer role is open to all postgraduate students.
- 3.4.2. To work with the VP Wellbeing and Community on matters related to postgraduate involvement with volunteering.
- 3.4.3. To work with the university to ensure volunteering opportunities are available for postgraduate students.
- 3.4.4. To work with the GSA to create volunteering opportunities for postgraduates students.

#### **3.5. Colleges Officer**

- 3.5.1. This Officer role is open to all postgraduate students.
- 3.5.2. To work with the VP Academic on issues experienced by postgraduate students in relation to colleges.
- 3.5.3. To liaise with GCRC's and CSA's to ensure the needs of postgraduates are known and taken into account.
- 3.5.4. To be a bridge between the GSA and College committees.

#### **3.6. PGT Students' Officer**

- 3.6.1. This Officer role is open to all postgraduate taught students only.
- 3.6.2. To work with the VP Academic on issues that affect postgraduate taught students at the University and GSA.

#### **3.7. MRes Students' Officer**

- 3.7.1. This Officer role is open to all MRes students only.
- 3.7.2. To work with the VP Academic on issues that affect MRes students at the University and GSA.

### **3.8. PhD Students' Officer**

- 3.8.1. This Officer role is open to all PhD students only.
- 3.8.2. To work with the VP Academic on issues that affect PhD students at the University and GSA.

### **3.9. BAME Students' Officer**

- 3.9.1. This Officer must self identify as BAME to be eligible to hold office.
- 3.9.2. To work with the VP Wellbeing and Community on issues that affect BAME postgraduate students at the University and GSA.

### **3.10. LGBTQ+ Students' Officer**

- 3.10.1.** This Officer must self identify as LGBTQ+ to be eligible to hold office.
- 3.10.2. To work with the VP Wellbeing and Community on issues that affect LGBTQ+ postgraduate students at the University and GSA.

### **3.11. Disabled Students' Officer**

- 3.11.1. This Officer must self identify as disabled to be eligible to hold office.
- 3.11.2. To work with the VP Wellbeing and Community on issues that affect disabled postgraduate students at the University and GSA.

### **3.12. International Students' Officer**

- 3.12.1. This Officer role is open to all international and EU postgraduate students.
- 3.12.2. To work with the GSA President on issues that affect international postgraduate students at the University and GSA.

### **3.13. Women, Trans and Non-Binary Students' Officer**

- 3.13.1.** This Officer must self identify as a woman or non-binary to be eligible to hold office.
- 3.13.2. To work with the VP Wellbeing and Community on issues that affect women postgraduate students at the University and GSA.

### **3.14. Student Parents, Guardians and Carers Officer**

- 3.14.1. This Officer must self identify as a parent, guardian and/or carer to be eligible to hold office

3.14.2. To work with the VP Wellbeing and Community on issues that affect students with caring responsibilities

**3.15. Distance Learning Students' Officer**

3.15.1. This Officer role is open to all postgraduate distance learning students only.

3.15.2. Postgraduate distance learning students are those on courses that don't require them to be in York for the entirety of their course but only require attendance for a small portion of the year.

3.15.3. To work with the VP Academic on issues that affect distance learning postgraduate students at the University and GSA.

**3.16. Working Class Officer**

3.16.1. This Officer must self identify as working class to be eligible to hold office.

3.16.2. To work with the VP Wellbeing and Community on issues that affect working class postgraduate students at the University and GSA.

**3.17. Religions/Faith Officer**

3.17.1. This Officer must self identify as belonging to a faith or religion to be eligible to hold office.

3.17.2. To work with the VP Wellbeing and Community on issues that affect postgraduate students belonging to a faith or religion at the University and GSA.

**3.18. Sustainability Officer**

3.18.1. This Officer role is open to all postgraduate students.

3.18.2. To work with the GSA President on matters related to Sustainability at the University and the GSA.

3.18.3. To chair the Sustainability Student Working Group, find terms of reference below

**3.19. Online Learning Students' Officer**

3.19.1. This Officer role is open to all postgraduate online learning students only.

- 3.19.2. Postgraduate online learning students are those on courses that are fully online and have no requirement to be in York at any point throughout their degree.
- 3.19.3. To work with the VP Academic on issues that affect online learning postgraduate students at the University and GSA.

**3.20. Part-Time Students' Officer**

- 3.20.1. This Officer role is open to all part-time postgraduate students only.
- 3.20.2. To work with the GSA President on issues that affect part-time postgraduate students at the University and GSA.

**3.21. GTA Officer**

- 3.21.1. This Officer role is open to all postgraduate students in Graduate Teaching Assistant roles only.
- 3.21.2. To work with the VP Academic on issues that affect Graduate Teaching Assistants postgraduate students at the University and GSA.

**4. Election Process**

Part-Time Officers will be elected in accordance with GSA By-Laws.