

Bye-Law 6

Executive Officers

- 1.0 There are four Sabbatical Trustees, which shall also be known as Executive Officers. These positions are full-time paid roles of the Union elected in accordance with the Election Bye-Law.
- 1.1 The positions shall be called:
- 1.1.1 President
- 1.1.2 Vice President Education
- 1.1.3 Vice President Welfare
- 1.1.4 Vice President Barts and The London
- 1.2 These positions are the full membership of the Executive Committee.
- 1.3 Sabbatical Trustees can be removed in accordance with the Articles of Association.

2.0 President

The following are the duties and responsibilities of the President.

2.1 The President shall:

- (i) Be the voice of students at Queen Mary, University of London.
- (ii) Chair and co-ordinate the work of the Board of Trustees and report to College Council.
- (iii) Chair and co-ordinate the work of the Executive Committee including the implementation of Union Policy.
- (iv) Organise, in conjunction with the rest of the Executive Committee, campaigns which relate to the interests of all students.
- (v) Seek feedback from members.
- (vi) Provide reports and updates to Student Council and support the Student Representatives and Part-time Officers.
- (vii) Oversee the management of the Union, including staffing, through the Chief Executive Officer.
- (viii) Be responsible for the interpretation in the case of a disagreement and the review of the Articles of Association and Bye-Laws.
- (ix) Ensure that there is an up-to-date policy archive of the Union that should be easily accessible to all students.
- (x) Be responsible for the conduct of the Union's relations with the College, ULU, NUS and other key organisations that impact on the student experience at Queen Mary, University of London.

- (xi) Be the Union's official delegate to NUS National Conference and ULU Senate.
- (i) Be an ex-officio member of College Council and attend all other relevant meetings of the College.
- (xii) Report on the performance of the Union's services to appropriate stakeholders.
- (xiii) Be the principal spokesperson for the Union to the media.
- (xiv) Ensure the Union adheres to the Articles of Association, Bye-Laws and Policy.
- (xv) Ensure that appropriate support and opportunities are available for students wanting to be involved in student media, sports, societies and volunteering.
- (xvi) Be the single shareholder and a director for the Unions subsidiary company, Queen Mary Students' Union Services Limited.
- (xvii) Ensure the Union is meeting its environmental obligations.
- (xviii) Do all other duties as stated in the Articles of Association, Bye-Laws, Policy or delegated from the Board of Trustees or Student Council.

3.0 **Vice President Education**

The following are the duties and responsibilities of the Vice President Education.

3.1 **The Vice President Education shall:**

- (ii) Be the voice of students at Queen Mary, University of London, on education-related matters.
- (iii) Be a Trustee of Queen Mary Students' Union and fulfil the relevant duties.
- (iv) Implement policy as part of the Executive Committee.
- (v) Organise, in conjunction with the rest of the Executive Committee, campaigns which relate to the interests of all students, especially on academic matters.
- (vi) Seek feedback from members on academic issues.
- (vii) Be the Officer lead on individual advocacy relating to academic issues.
- (viii) Support and develop the Course Representative System.
- (ix) Chair the Education Zone Committee, report to Student Council on its activities and support its members.
- (x) Develop policy for Student Council to improve the academic experience for the Union's members.
- (xi) Attend all relevant meetings of the College, including Senate.
- (xii) Communicate and attend events with external and internal bodies on academic matters, including NUS and ULU.
- (xiii) Lobby the College to provide the optimal academic experience for students.

- (xiv) Do all other duties as stated in the Articles of Association, Bye-Laws, Policy or delegated from the Board of Trustees or Student Council.

4.0 **Vice President Welfare**

The following are the duties and responsibilities of the Vice President Welfare.

4.1 **The Vice President Welfare shall:**

- (i) Be the voice of students at Queen Mary, University of London, on welfare-related matters.
- (ii) Be a Trustee of Queen Mary Students' Union and fulfil the relevant duties.
- (iii) Implement policy as part of the Executive Committee.
- (iv) Organise, in conjunction with the rest of the Executive Committee, campaigns which relate to the interests of all students, especially matters relating to welfare, equal opportunities and the community.
- (v) Seek feedback from members on welfare, equal opportunity and community issues.
- (vi) Be the Officer lead on individual advocacy relating to welfare, equal opportunity and community issues.
- (vii) Support and develop 'Mums and Dads' and other student welfare systems.
- (viii) Chair the Welfare Zone Committee, report to Student Council on its activities and support its members.
- (ix) Support committees and working groups relating to welfare and liberation issues and provide regular updates to Student Council.
- (x) Develop policy for Student Council to improve the welfare and community experience for the Union's members.
- (xi) Attend all relevant meetings in the College.
- (xii) Communicate and attend events with external and internal bodies on welfare, equal opportunities and community matters, including NUS and ULU.
- (xiii) Be the lead Officer on societies' issues relating to the welfare of students.
- (xiv) Lobby the College to provide the optimal welfare experience for students.
- (xv) Be responsible for widening participation in the community and in Union activities.
- (xvi) Do all other duties as stated in the Articles of Association, Bye-Laws, Policy or delegated from the Board of Trustees or Student Council.

5.0 **Vice President Barts and The London**

The following are the duties and responsibilities of the Vice President Barts and The London.

5.1 **The Vice President Barts and The London shall:**

- (i) Be the voice of students at Queen Mary, University of London, who study in the Barts and The London School of Medicine and Dentistry.

- (ii) Be a Trustee of Queen Mary Students' Union and fulfil the relevant duties.
- (iii) Implement policy as part of the Executive Committee.
- (iv) Organise, in conjunction with the rest of the Executive Committee, campaigns which relate to the interests of all students, especially those studying in the Barts and The London School of Medicine and Dentistry.
- (v) Seek feedback from members on academic, welfare, equal opportunities and community issues.
- (vi) Support the President and other Vice Presidents with the work they do on academic and welfare issues.
- (vii) Support the Course Representative System in the Barts and The London School of Medicine and Dentistry.
- (viii) Chair the Barts and The London Students' Association Board, report to Student Council on its activities and support its members.
- (ix) Develop policy for Student Council on relevant issues affecting the Union's members in the Barts and The London School of Medicine and Dentistry.
- (x) Attend all relevant meetings in the College, and be an advocate for all students studying at Queen Mary, University of London.
- (xi) Communicate and attend events with external and internal bodies on relevant topics, including NUS and ULU.
- (xii) Lobby the College to provide the optimal experience for students.
- (xiii) Do all other duties as stated in the Articles of Association, Bye-Laws, Policy or delegated from the Board of Trustees or Student Council.