**UPEI Student Union**

**Job Description**

Job Title: Graduate Senate Representative

Reports to: Council

Position Type: Full Time Graduate Student

The UPEI Student Union Council is the chief governing body of our organization – this means that Council has the final say in everything pertaining to the Student Union. Council has the power to add, remove, or modify any service or affiliation of the SU as they decide most beneficial for the student body. The council generally meets biweekly to discuss the issues of the union. The UPEI Student Union Council is composed of 25 Voting Members and also has 4 non-voting members. Councillors are elected in either the Spring General Election or the Fall Election each year.

The UPEI Student Union exists to represent the interests of UPEI students and improve the student experience at UPEI. Through our efforts, students will enjoy the best possible academic and social experience while enrolled at UPEI.

1. Councillors shall:
	1. Act honestly and in good faith with a view to the best interests of the UPEI SU in respect of matters for which the UPEI SU Council has the authority to act;
	2. Use reasonable efforts to advance the interests of the constituency that they represent, having regard for their duty under subsection 5(1);
	3. Act as a liaison and in consultation between their constituency and the UPEI SU Council, and vice-versa;
	4. Read and become familiar with all UPEI SU governing documents;
	5. Attend all meetings of Council and any Committees to which they are elected, appointed, or sit ex-officio;
	6. Attend all General Meetings;
	7. Perform one council initiative per semester;
	8. Attend all meetings of any Society or University bodies to which they sit ex-officio; and
	9. Carry out such other duties as Council may from time to time determine.

Deadline for application is **4:00pm on Wednesday, November 4th, 2020**. To express interest in this role, please direct your cover letter, resume and class schedule in confidence to:

UPEI Student Union Hiring Committee via email: hiring@upeisu.ca or in person at the Student Union office.

*Only applicants that have completed the application requirement will be considered for the position. Only those selected for an interview will be contacted.*