

Residents' Council Vice-President, Promotions (Communications) Role

Position Description

Residents' Council is an autonomous body, composed of student leaders and representatives. The Council strives to represent the interests of their constituents and support the on-campus student experience through educational programming and leadership development.

The Council Vice-President, Promotions (Communications) is a volunteer student leadership position, responsible for co-leading the Residents' Council in the planning and execution of year-long Council programming. The Vice-President, Promotions (Communications) works alongside their building Programming Coordinator(s), Residence Life Coordinator(s), Residence Education Advisor(s), Residence Dons, and Residence Sophs, to support residence community and learning.

Eligibility

In accordance with the Residents' Council Constitution, all candidates must:

1. Be enrolled as a student at Western University for the upcoming academic year
2. Live in the residence which they are representing, during the indicated term being applied for
3. Be in good standing with the Housing Office
4. Have received no outcomes from the Conduct Office higher than a Letter of Warning
5. Demonstrate and uphold the values of Western University, Housing, and Residents' Council

Core Competencies

- ◆ Communication and Interpersonal Relations
 - *Convey ideas clearly and effectively to inform Council members, advocate for resident concerns, and maintain stakeholder relationships*
- ◆ Building Partnerships

- *Identifies opportunities and takes action to build strategic relationships between Council and the University*
- ◆ **Managing Conflict**
 - *Deals effectively with others in difficult situations; uses appropriate interpersonal styles and methods to reduce tension or conflict between Council and the public*
- ◆ **Innovation**
 - *Generates innovative programming for Council; tries different and novel ways to handle programming opportunities*
- ◆ **Ability to Influence**
 - *Proactively communicates; utilizes oral and written communication to enhance relationships across Council and the residence*
- ◆ **Persuasiveness**
 - *Uses appropriate interpersonal styles and communication methods to promote Council affairs; capably articulates thoughts and ideas and listens carefully to others*
- ◆ **Valuing Diversity**
 - *Advocates the value of equity, diversity, inclusion, and decolonization to others; takes actions to further EDI-D on Council, confronts inappropriate behaviour by others; challenges exclusionary practices*

Role Responsibilities

- (i) Supervise and execute the communications and promotions commitments of the Council, including creation of social media content, graphics, and written updates
- (ii) Liaise between their constituency administrator (Programming Coordinator) and Council to ensure all information such as are necessary for carrying out duties are shared in a timely and accurate fashion
- (iii) Directly supervise and coordinate the duties of First-Year Representatives and members of program planning committees to ensure that all promotions and communications are carried out according to University and Housing policy and recommendations
- (iv) Recruit and support training for First-Year Representatives
- (v) Attend regular Council meetings
- (vi) Attend regular Executive meetings as set by Housing
- (vii) Prepare, at the end of their term of office, a report on the year's Council communications
- (viii) Attend all Council training as provided by Housing and the Office of Residence Education

- (ix) Serve as proxy to the President and other Executive, as required
- (x) Complete all other duties in matters concerning the Council, as required