

Residents' Council Vice-President, Special Events (Social)

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, Special Events (Social) is a volunteer student leadership position, responsible for co-leading the Residents' Council in the planning and execution of special, large-scale events, such as Semi-Formal, Formal, and others. The Vice-President, Special Events (Social) 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*
- ◆ Planning and Organizing

- *Establish courses of action for self and others to ensure that Council programming work is completed efficiently*
- ◆ Delegation
 - *Allocate authority and/or task responsibility appropriately over Council programming to others, to maximize Council's and individuals' effectiveness*
- ◆ Pursues Excellence
 - *Sets high standards of performance for programming; self-imposes high standards of excellence*
- ◆ Leadership
 - *Present strong leadership skills: develop shared vision, identify personal leadership philosophy, and lead and maintain a standard of excellence*
- ◆ Problem Analysis and Problem Solving
 - *Uses sound or logical judgment to identify and analyze programming concerns or potential issues, develop alternative solutions and initiative corrective action*
- ◆ Valuing Diversity
 - *Advocates for 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 the programming commitments of the Council, including planning, preparing, and executing of special/social events
- (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 programming duties of First-Year Representatives and members of program planning committees to ensure that all programs 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 programming
- (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

