



## Student Association of George Brown College

### Board Of Director Opportunity – Election Posting Director of Student Experience

#### **Notice to Study Permit Holder**

You are required to read and sign “The Notice and Acknowledgment for Study Permit Holders Seeking Executive Positions” which outlines the legal requirements for all study permit holders while seeking election, please read and review this information carefully, as a nomination cannot be validated without the information required on the notice.

#### **Position Overview:**

- The Director of Student Experience:
  - promote and support recreational and other activities throughout the academic year
  - identify and implement strategies for increasing student use of services and involvement in organization programs
  - work in conjunction with Director of education and Equity to plan advertising strategy for activities and events
  - collaborate with Directors to create and develop an annual plan of student communications and campaigns designed to engage students

#### **Duties according to the Voting Director Accountability Manual:**

##### **Duties of Director of Student Experience**

In Accordance with the By-Law 4, Section 1, and Section 5,

General Duties - Directors

1. Every Director in exercising their powers and discharging shall:

- a) act honestly and in good faith with a view to the best interests of the Corporation; and
- b) exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances.

Duties – Director of Student Experience

5. Director of Student Experience shall:

- a) Receive remuneration of \$17 per hour and meet the obligations of a 24-hour work week during their term of office.



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b) Perform all duties as outlined in the Voting Director's Accountability Manual.

### **Student Engagement:**

1. Promote & support recreational and other activities throughout the academic year that ensures the College achieves its student leadership development, and engagement goals. In addition, identify & implement strategies for increasing student use of services and involvement in organization's programs.
2. Work in conjunction with Director of Education and Equity to plan an advertising strategy for activities and events and ensure they are promoted to the Board and membership.
3. To work in collaboration with Directors to create and develop an annual plan of student communications and campaigns designed to engage students fully with Student Association.
4. Support clubs and student networks administration, in conjunction with the staff review and recommend Clubs Policies updates to Internal Policies & Procedures Committee as needed.
5. In conjunction with the executive team work to ensure an events calendar that reaches all programs, and all campuses is produced and disperses budget reasonably and equitably among campuses.

### **Communications & Relationship Building:**

6. Provide regular updates and information concerning the initiatives, activities, and services of Student Life, Career Services, Peer Connect, Tutoring & Learning Centre, International Centre, Library, etc.
7. Act as an ambassador of the corporation at events on all campuses and the College student residence and to operate with a student – centred approach and focus on effectively serving students.
8. To report to the board about current and future trends among students, solicit feedback from students about their student experience in the college and develops work plan for summer, fall and winter terms in order to review the data that has been obtained from the students.

### **Board Accountability:**

9. In conjunction with Director of Education and Equity assist with training of the board members elected during the Fall By-Elections and shall be responsible for ensuring that all activities and endorsements of the Board reflect the anti-oppressive mandate of the corporation.
10. Provide written report on work and future work to Board of Directors monthly using the approved Board report template.
11. Complete a transition report summarizing the year's deliverables, key contacts, and works in progress and present the report to the General Manager and incoming Directors of the same position during the mandatory transitional training.



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12. Receive a remuneration of \$17 per hour by meeting the obligations of 24 hours work week, and is available to work in office, a minimum of 18 hours during regular office hours of the corporation on a consistent and predictable basis. The remaining hours reported through work plan, student engagement, and conferences.

*\*The remuneration shall be adjusted each year based on CPI increases.*

### **Committees:**

13. a) Act as a Chair of the Marketing & Communication Committee and coordinate in office meetings of the committee.
- b) Serve as a member of and actively participate in person and online in the Committee meetings or stated otherwise, Executive Committee and Board Mediation Committee.
- c) Serve as a member of and attend appropriate hiring committee.
- d) Serve as a member of an ad hoc groups, and any other external committees as determined by the Board of Directors or Executive Committee.

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**Term of Office:** May 1, 2025 – April 30, 2026

### **How to apply for this position:**

To apply to be the Director of Student Experience fill out the nomination form at <https://www.studentassociation.ca/elections/> during the nomination period of **March 3-10, 2025**

The position receives a remuneration of \$17 per hour for a 24-hour work week.

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### ***Student Association Vision:***

*Students are empowered to influence a just world.*

### ***Mission Statement:***

*We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.*