



Students' Association Council Adult Collegiate Representative

Position:	Adult Collegiate Representative
Term:	Immediately until April 30 th , 2021
Reports To:	ACCSA President
Honorarium:	\$13.50/ hour, minimum 10 hours and maximum 15 hours per month, with a yearly cap of \$1,000

About the Adult Collegiate Representative Position

The Adult Collegiate Representative is a voting position on the Students' Association Council, and is ultimately responsible for representing and advocating for the interests of all students from programs in the Adult Collegiate in Brandon.

The Adult Collegiate Representative is required to communicate the ideas and perspectives of all Adult Collegiate students at the college to the Assiniboine Community College Students' Association. They will work closely with the ACCSA staff and Council Members to help foster engagement with fellow students.

Job Duties

- Attend all Students' Association Council Meetings & Committee Meetings
- Seek feedback on all relevant initiatives and campaigns of the ACCSA from students in the Adult Collegiate
- Communicate ideas effectively and appropriately as a team member to ACCSA Staff and Council Members
- Be a source of information for fellow ACC students
- Participate actively in ACCSA events and/or event preparation as needed
- Encourage student engagement and participation through committees, clubs, events and campus activities
- Collect feedback and ideas from Adult Collegiate students on questions related to the college, their academic programs, and the ACCSA
- Gather information, stories, and content for ACCSA communications
- Promote ACCSA initiatives through active communication and ACCSA social media
- Document and submit monthly timesheets for honorarium payment

- Submit a year-end report outlining achievements, challenges and recommendations specific to your position
- Other duties as determined by the ACCSA Student Association Council and ACCSA Bylaws.
- Abide by all ACCSA Bylaws, Policies, and Code of Conduct

Benefits

On top of the leadership & work experience gained from this position, the Adult Collegiate Representative will receive:

- Professional Development Opportunities, including an ACCSA Orientation, as well as occasional sessions and conferences as they come available
- An honorarium, paid out monthly as compensation for the time spent at ACCSA Council Meetings, ACCSA events, and other activities as deemed eligible by the ACCSA from time to time
- A reference letter from the ACCSA Director at the end of their term, upon request, detailing their experiences and efforts while serving as the Adult Collegiate Representative

Eligibility Requirements

In order to be eligible to run for this position, a student must:

- Be enrolled in an applicable program at ACC as a full-time student, which continues for the length of the elected term.
- Be a student at a campus in Brandon, Manitoba.
- Be a student in Good Standing at the Assiniboine Community College.
- All other requirements as outlined in the ACCSA Election Policy.

Applicable ACC Programs

Students in programs in the Adult Collegiate are eligible to run for this position. This includes, but not necessarily limited to:

- Adult Collegiate Programming
- Mature High School Program
- English as a Second Language Programming

If any student is unsure of their eligibility to run for this position, they are encouraged to contact the Election Chair, Matthew May at maym2@assiniboine.net.

All candidates must submit their nomination package to the ACCSA Office or to maym2@assiniboine.net no later than 4:00pm on Monday, January 11th, 2020. Please contact us with any questions or concerns about the ACCSA Election.