



## Students' Association Council Accessibility Representative

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

### About the Accessibility Representative Position

The Accessibility Representative is a voting position on the Student Association Council, and is ultimately responsible for representing and advocating for the interests of all students at Assiniboine Community College with accessibility needs or concerns (whether visible or invisible), regardless of school or program.

The Accessibility Representative is required to communicate the ideas and perspectives of all students with accessibility needs or concerns 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 with accessibility needs or concerns
- 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 students with accessibility needs or concerns 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 Accessibility 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 Accessibility 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

Any student who wishes to represent students with accessibility needs is eligible to run for this position, regardless of program. This position is not program-specific.

If any student is unsure of their eligibility to run for this position, they are encouraged to contact the Election Chair.

**All candidates must submit their nomination package to the ACCSA Office or to [mam2@assiniboine.net](mailto:mam2@assiniboine.net) no later than 4:00pm on Monday, January 11<sup>th</sup>, 2020. Please contact us with any questions or concerns about the ACCSA Election.**