

## **Bye-Law 3 – Officers of the Students’ Union**



### **Officers of the Students’ Union**

- 3.1. Officers of the Students’ Union as described within these Bye-Laws shall be considered the primary representatives of the student body within the University of Oxford.
- 3.2. For the purposes of the National Union of Students (NUS), the Officers of the Students’ Union shall also be eligible to be ‘NUS Reps’ as required by NUS.

### **Major Office Holders**

- 3.3. The following roles are elected by the Students’ Union and are considered to be Major Office Holders of the Students’ Union for the purposes of the Articles and the Education Act 1994:
  - 3.3.1. Undergraduate Officer
  - 3.3.2. Postgraduate Officer
  - 3.3.3. Welfare, Equity & Inclusion Officer
  - 3.3.4. Communities and Common Rooms Officer
- 3.4. Major Office Holders of the Students’ Union shall also be:
  - 3.4.1. Student Members and shall therefore be subject to the Member Code of Conduct as outlined in Bye-Law 8
  - 3.4.2. Sabbatical Officer Trustees and shall therefore be subject to a Trustee Code of Conduct
  - 3.4.3. Employees of the Students’ Union and shall therefore be subject to an employment contract and job description as agreed by the Trustee Board and shall be remunerated in accordance with the Students’ Union’s remuneration policy
- 3.5. Should a Major Office Holder cease to be any of the above for any reason, they shall cease to be a Major Office Holder of the Students’ Union.
- 3.6. Major Office Holders are elected for one-year terms starting normally on the 1<sup>st</sup> of July, but formal start dates shall be confirmed at the Trustee Board’s discretion in any employment contract.
- 3.7. Major Office Holders may serve up to a maximum of two terms; these terms may be consecutive or non-consecutive.

### **Part-Time Officers**

- 3.8. In accordance with Article 9, the Students’ Union may also elect Part-Time Officers as either Equity Officers, Community Officers or Divisional Officers. Roles, role titles and role descriptions can be amended through submission of a motion to Conference of Common Rooms in accordance with Bye-Law 5.
- 3.9. Part-Time Officers shall be elected, or in the case of Divisional Officers, recruited, usually in Hilary Term, to take up office from the 1<sup>st</sup> of July.
- 3.10. Term in office ends 30<sup>th</sup> of June the following year, or upon resignation or other termination.
- 3.11. There shall be a maximum of 30 Part-Time Officers at any one time.
- 3.12. For the avoidance of doubt, these roles do not qualify as ‘major union office holders’ for the purposes of the Articles and the Education Act 1994.

- 3.13. For the purposes of the Students' Union's policies, Part-Time Officers shall constitute Volunteers of the Students' Union and shall be subject to both the Volunteer Agreement and Bye-Law 8.



### **Equity Officers**

- 3.14. Equity Officers shall represent students who self-define within marginalised community groups at the University of Oxford. These Officers shall be empowered to represent these students at University and college level.
- 3.15. Equity Officers shall act as Deputy Chair of their relevant Representative Committee (RepCom) (as outlined in Bye-Law 6) and shall actively work with their RepCom(s) to ensure proper representation of their respective marginalised community.
- 3.16. Only students who self-define with these groups may hold such office.
- 3.17. The Equity Officer roles shall be:
- 3.17.1. Class Officer
  - 3.17.2. Disabled Students' Officer
  - 3.17.3. LGBTQ+ Officer
  - 3.17.4. International Students' Officer
  - 3.17.5. Black and Ethnic Minorities Student Officer
  - 3.17.6. Suspended Students' Officer
  - 3.17.7. Women\*s Officer

### **Community Officers**

- 3.18. Community Officers shall represent the interests of students from within the following community groups at Oxford University. These Officers shall be empowered to represent these students at University and college level.
- 3.19. The Community Officers shall be:
- 3.19.1. Sports Officer
    - 3.19.1.1. The Sports Officer shall also be the Chair of the Sports Federation Sports Council and existing representative structure and will therefore be elected in accordance with Sports Federation rules. Any policy determined within the Sports Council must also be passed at Conference of Common Rooms to be considered Students' Union Policy.
  - 3.19.2. Societies Officer
    - 3.19.2.1. The Societies Officer shall work to develop societies at Oxford. It does not have an existing representative structure. Any policy must be passed at Conference of Common Rooms to be considered Students' Union policy.
  - 3.19.3. RAG Officer
    - 3.19.3.1. The RAG Officer shall work directly with Charities Reps from within common rooms. Any policy determined within this structure must also be passed at Conference of Common Rooms to be considered Students' Union Policy.
  - 3.19.4. Environmental Officer
    - 3.19.4.1. The Environmental Officer shall work directly with Environment & Ethics Reps from within common rooms. Any policy determined within this

structure must also be passed at Conference of Common Rooms to be considered Students' Union Policy.



### **Divisional Officers**

- 3.20. Divisional Officers shall work directly within their respective divisions, working closely with Course Representatives and relevant Academic Officers from within common rooms.
- 3.21. Divisional Officers shall represent the interests of students from within their respective Divisions at Oxford University. These Officers shall be empowered to represent these students at University and college level.
- 3.22. Divisional Officers shall Chair the relevant Graduate Joint Consultative and Undergraduate Joint Consultative Committees within their Division. Any policy determined within this structure must also be passed at Conference of Common Rooms to be considered Students' Union Policy.
- 3.23. Divisional Officers shall be recruited in line with Divisional policy and procedure, which may be different depending on the Division.
- 3.24. The Divisional Officers shall be:
  - 3.24.1. Humanities Undergraduate Officer
  - 3.24.2. Humanities Postgraduate Taught Officer
  - 3.24.3. Humanities Postgraduate Research Officer
  - 3.24.4. Social Sciences Undergraduate Officer
  - 3.24.5. Social Sciences Postgraduate Taught Officer
  - 3.24.6. Social Sciences Postgraduate Research Officer
  - 3.24.7. Medical Sciences Undergraduate Officer
  - 3.24.8. Medical Sciences Postgraduate Taught Officer
  - 3.24.9. Medical Sciences Postgraduate Research Officer
  - 3.24.10. Mathematical, Physical and Life Sciences (MPLS) Undergraduate Officer
  - 3.24.11. Mathematical, Physical and Life Sciences (MPLS) Postgraduate Taught Officer
  - 3.24.12. Mathematical, Physical and Life Sciences (MPLS) Postgraduate Research Officer
  - 3.24.13. Continuing Education Students Officer
  - 3.24.14. Continuing Education Non-Matriculated Students Officer (Associate Members)