

Byelaw 3 Sabbatical Officers

All Sabbatical Officers of the Union will be elected in accordance with Byelaw 4 - Elections and Referenda.

1. Collective Responsibility

- 1.1. All Elected Officers of the Students' Union have a collective responsibility for the following:
 - 1.1.1. Representing students from across the University.
 - 1.1.2. Liaising closely with their allocated school(s) of study.
 - 1.1.3. Supporting Student Representatives and SCOs.
 - 1.1.4. Proactively gathering student views and using evidence to support representational activities.
 - 1.1.5. Working across the University for an equal and inclusive campus.
 - 1.1.6. Supporting a range of student-led activities and campaigns.
 - 1.1.7. Working with the Trustee Board and the Chief Executive Officer to provide feedback on the strategic direction of the Students' Union, ensuring that it is relevant to students.

2. Employment and Remuneration of Elected Officers

- 2.1. All Elected Officers are employees of the Union and no Elected Officer may continue in post should they have been dismissed as an employee of the organisation.
- 2.2. Any case involving misconduct or gross misconduct by an Elected Officer shall be handled in accordance with the relevant Union and/or disciplinary procedures for employees.
- 2.3. Elected Officer remuneration will be agreed once a year by the Board of Trustees (any trustees who are eligible to stand for election in that year are excluded from this decision).

- 2.4. Conviction in a criminal court for a serious offence and/or leading to imprisonment.
- 2.5. Conviction in a criminal court for a fraudulent act or theft.

3. Officer Trustees

- 3.1. The Elected Officers shall be the Officer Trustees of the Union.
- 3.2. Elected Officers shall begin their term in office on a date determined by the Students' Union Chief Executive Officer on an annual basis and shall have a transitional period of employment lasting no more than 10 working days prior for the purpose of training.
- 3.3. For the avoidance of doubt these roles will be major office holders for the consideration of the 1994 Education Act and no individual can hold an Elected Officer position for more than two years in total.
- 3.4. Elected Officers shall all be directors of the University of Hertfordshire Students' Union. Elected Officers may also be appointed directors of the Students' Unions subsidiary companies.
- 3.5. The Trustee Board will appoint an Elected Officer to serve as Student Governor of the University of Hertfordshire.
- 3.6. The following full-time Elected Officer roles exist within the Students' Union:
 - 3.6.1. President
- 3.7. The following part-time Elected Officer roles exist within the Students' Union:
 - 3.7.1. Black Students' Officer
 - 3.7.2. Campus-Based Officer
 - 3.7.3. Commuting Students' Officer
 - 3.7.4. Disabled Students' Officer
 - 3.7.5. International Students' Officer
 - 3.7.6. LGBTQ+ Students' Officer
 - 3.7.7. Mature Students' Officer
 - 3.7.8. Placement Students' Officer
 - 3.7.9. Women Students' Officer

4. Amendments to this Bye-Law

- 4.1. Should this Byelaw be amended or repealed, the current job descriptions which were valid at the time of election for the posts of the current Elected Officers shall remain valid for the term of office which these officers are set to hold. It is therefore advisable that any changes to this Byelaw are made at the earliest possible time in the academic year.