Positions in a Student Council

The Student Council functions as a forum where students can gather and influence their education and study situation at the department. The Student Council can have different positions within the board, but SUS recommends that the council should include the following positions;

Chairperson

The chairperson's role suits you who have an interest in student issues and find it easy to establish contacts with other students. You will be responsible for representing and being the contact person for the Student Council. The chairperson is responsible for ensuring that instructions for the council are followed and works, together with the vice chair and SUS office to fill the student representative positions that the council can appoint. The chairperson is also responsible for drawing up and sending out the notice and agenda for student council meetings. Together with the vice chair, the chairperson works to ensure that the workload and working environment in the council function well. The assignment will, among other things, give you experience in leadership and influence work. The chairperson is the only board member who receives remuneration, which is SEK 450 per semester. To be entitled to remuneration, it is required that you are a regular member of SUS and carry out assignments in accordance with the requirements specification for the assignment in question.

Vice chair

The vice chair role suits you who have an interest in student issues and find it easy to establish contacts with other students. The vice chair must be able to replace the Chairperson if necessary and works, together with the Chairperson SUS office, to fill the student representative positions that the council appoints. Together with the chairperson, the vice chair works to ensure that the workload and work environment in the council function well. The assignment will, among other things, give you experience in leadership and influence work.

Secretary

The secretary role suits you who have an interest in writing and administration. The secretary is responsible for writing the minutes of the meetings and to upload the minutes on the Student Council's Canvas page. The assignment will, among other things, give you experience in record keeping and administration.

Treasurer

The treasurer role suits you who are interested in financial issues. The treasurer has overall responsibility for the finances and keeps track of all expenses. The treasurer applies for operational funding and project funding from SUS. The assignment will, among other things, give you experience with funding applications and financial issues.

Student representative positions at Slabafinety

According to the law, students have the right to be represented when decisions or preparations are made that have significance for the education and the study situation, which is a part of student influence. The Student Council at Slabafinety can elect student representatives to the following decision making and preperatory groups at the department.

The Department Board (Institutionsstyrelsen,)

Vacant positions: 2 ordinary and 2 alternates
Number of meetings per semester: 4-5
Duration of the meetings: approx. 2 hours
Language: Swedish

The department board is the highest decision-making body at the department. Here decisions are made about courses, budget and much more.

The Council for study environment and equal opportunities (Rådet för arbetsmiljö och lika villkor, RALV)

Vacant positions: 1 student safety representative and 1 equality representative
Number of meetings per semester: 2
Duration of the meetings: approx. 2 hours
Language: Swedish

This group discusses issues concerning the study- and work environment as well as equality at the department. As a student safety representative and an equality representative you have the right to receive training and access documents relating to the work environment or study environment, and you will also be invited to participate in safety rounds at the department.

The director of studies group for education on bachelor and master level. (meetings about course litterature

Vacant positions: 2 ordinary and 2 alternates
Number of meetings per semester: 1
Duration of the meetings: approx. 2 hours
Language: Swedish

In this group, they discuss issues and preparing decisions on the courses given by the department. As a student representative you will mainly participate in issues concerning course literature.

Student representative positions within Stockholm University Student Union

The Humanities Faculty counci (HFR)

Vacant posts: 1 ordinary and 1 alternate
Number of meetings per semester: 4
Duration of the meetings: approx. 2 hours
Language: English

In HFR, student representatives from all student and PhD student councils meet to exchange experiences and discuss faculty-wide issues. HFR also elect student representatives to decision-making bodies at the faculty.

Obligations and rights as a student representative

Obligations

- You should attend the meetings.
- You should have read the meeting documents.
- You should represent all students at the department.
- You should report back from the group's meeting to the student council
- You must contact the alternate and notify the chairperson of the group if you cannot attend a meeting.
- You must immediately notify the person in charge at SUS, the chairperson of the group, and the chairperson of the student council if you need to resign from your position.

Rights

- You have the right to receive meeting documents at the same time as other members.
- You have the right to attend, speak and vote at the meetings.
- You have the right to be compensated as follows;
- 1–2-hour meetings: 750 kr/meeting
- 3–4-hour meetings: 1,25 kr/meeting
- 5–6-hour meetings: 1800 kr/meeting
- 7–8-hour meetings: 2400 kr/meeting
- As a student representantive in the Humanities Faculty Council you get 250 kr/meeting from SUS. For the groups at the department the above mention compensation applies and is given to you by the department.
- You have the right to receive an introduction to the group's work by the group's chairperson. Thus, no prior knowledge is required to become a student representative.