

S. 18-3 A Proposal to restructure the SVS committee.

Owner: Adam Lord

In Effect From: Immediately

Review Date: 24 April 2018

It is noted that:

1. The SVS Committee currently have the positions of 'Events and Publicity Manager' and 'Fundraising Coordinator'.
2. The role of 'Events and Publicity Manager' has expanded over the last two years and SVS is looking to continue to increase its publicity and social media presence.
3. The position of Fundraising Officer has very little in their remit, and the responsibilities often overlaps with the position of 'Events and Publicity Manager'.
4. The role of Fundraising Officer has developed to include many of the event planning and organisational responsibilities

It is believed that:

1. It is beneficial to keep fifteen members of the SVS committee, to get as many people engaged with the SVS committee as possible.
2. The reorganising of the responsibilities of these two committee members would benefit the productivity of the committee.
3. The workload would be better distributed between the two positions if they were redefined and their responsibilities were made clearer.

It is resolved to:

1. To update chapter 22 of the Laws.
2. To remove the current St Andrews Voluntary Service Constitution (Appendix A) and replace it with Appendix B.
3. The role of the Events Officer will be to plan and organise all SVS events outside of the project areas.
4. The role of the Publicity Officer will be to oversee the Social Media outlets for SVS (Facebook and Instagram), and publicise the events that are held.

Proposer

Adam Lord – SVS Convener

Seconder

Lewis Wood – Association President

Kevin Phelan – SSC Societies Officer

Niamh McGurk – SSC Charities Convener

Appendix A: Excerpt from the current laws

5.3. The SVS Committee shall consist of the following office bearers; each of whom shall be a current matriculated student of The University of St Andrews:

- 5.3.1. SSC Volunteering Officer (Convenor and Chair)
- 5.3.2. Secretary
- 5.3.3. Treasurer
- 5.3.4. Events and Publicity Manager
- 5.3.5. Fundraising Coordinator
- 5.3.6. Development Officer
- 5.3.7. The Project Officers

Appendix B: Proposed Updated laws

5.3. The SVS Committee shall consist of the following office bearers; each of whom shall be a current matriculated student of The University of St Andrews:

- 5.3.1. SSC Volunteering Officer (Convenor and Chair)
- 5.3.2. Secretary
- 5.3.3. Treasurer
- 5.3.4. ~~Events and Publicity Manager~~ Publicity Officer
- 5.3.5. ~~Fundraising Coordinator~~ Events Officer
- 5.3.6. Development Officer
- 5.3.7. The Project Officers