



Student Volunteer

Proposal by Unbreakable When United
JNY Student Council Campaign 24-25

Introduction

Student Volunteers (StuVo) is a branch of the JNY Student Council introduced in AY 2023-2024 that assists in organising school activities. StuVo currently has 12 members and directly reports to the Student Council.

Our party proposes several systemic changes to improve StuVo's efficiency. Specifically, our party recognises that the current StuVo lacked concrete tasks and job descriptions which directly resulted in the underutilisation of StuVo.

Our party plans on dividing the StuVo into different committees (Editorial, Media, Creative, and Logistics) with set departmental tasks and expectations.

Furthermore, an increase in StuVo member quotas (up to 23) further encourages students to join and assist with our main goals, programmes, and events of the year.

These improvements to the StuVo system are only one of the many coming updates to the Student Council we have planned in our pipeline. We aim to streamline Student Council processes and bureaucracy (like StuVo) to eliminate unnecessary delays and improve efficiency in the planning and execution of programs.

Committees

Editorial Committee

Job Description

The Editorial Committee (SVEC) is responsible for all editorial processes behind official Student Council publications. This includes starting and managing podcasts, compiling and editing students' work for newsletters, etc.

The main tasks of the SVEC include, but are not limited to:

1. **Creating** and **publishing** regular Student Council content
2. **Collecting** and **compiling** student submissions
3. **Editing** and **vetting** student submissions
4. **Reporting** and **discussing** various topics online

Members

The SVEC has **5 appointed members** and reports directly to the Secretary-General of the Student Council. Members of the SVEC must first apply via an application form. Then, they are subject to screening processes (such as interviews, mock projects, etc.). All SVEC members must be approved by both the Secretary-General and 2 other major officers (President, VP, FILO, PRO) in the Student Council.

Media Committee

Job Description

The Media Committee (SVMC) is responsible for managing official Student Council social media, including recording programs/events, animating, or editing for social media or other uses as necessary.

The main tasks of the SVMC include, but are not limited to:

1. **Maintaining** an active Social Media presence
2. **Promote** StuCo programs/events using social media
3. **Collecting** and **recording** pictures/videos of StuCo programs/events
4. **Animating** and **editing** for StuCo stories, posts, videos, etc.

Members

The SVMC has **5 appointed members** and reports directly to the Public Relations Officer of the Student Council. Members of the SVMC must first apply via an application form. Then, they are subject to screening processes (such as interviews, design portfolio submission, etc.). All SVMC members must be approved by both the Public Relations Officer and 2 other major officers (President, VP, SecGen, FILO) in the Student Council.

Creative Committee

Job Description

The Creative Committee (SVCC) is responsible for designing and styling all Student Council static media and maintaining a consistent Student Council style guide throughout all media and publications.

The main tasks of the SVCC include, but are not limited to:

1. **Creating** a distinctive style for StuCo publications
2. **Designing** StuCo static media such as posters, props, decorations, etc.
3. **Overseeing** SVMC to maintain style guide consistency

Members

The SVCC has **3 appointed members** and reports directly to an appointed Level Representative of the Student Council. Members of the SVCC must first apply via an application form. Then, they are subject to screening processes (such as interviews, art portfolio submission, etc.). All SVCC members must be approved by both the appointed Level Representative and 2 other major officers (President, VP, SecGen, FILO, PRO) in the Student Council.

Logistics Committee

Description

The Logistics Committee (SVLC) is responsible for event planning (seating arrangements, crowd simulation/flow control, etc.) and execution of operational tasks (setting up chairs/tables, moving equipment).

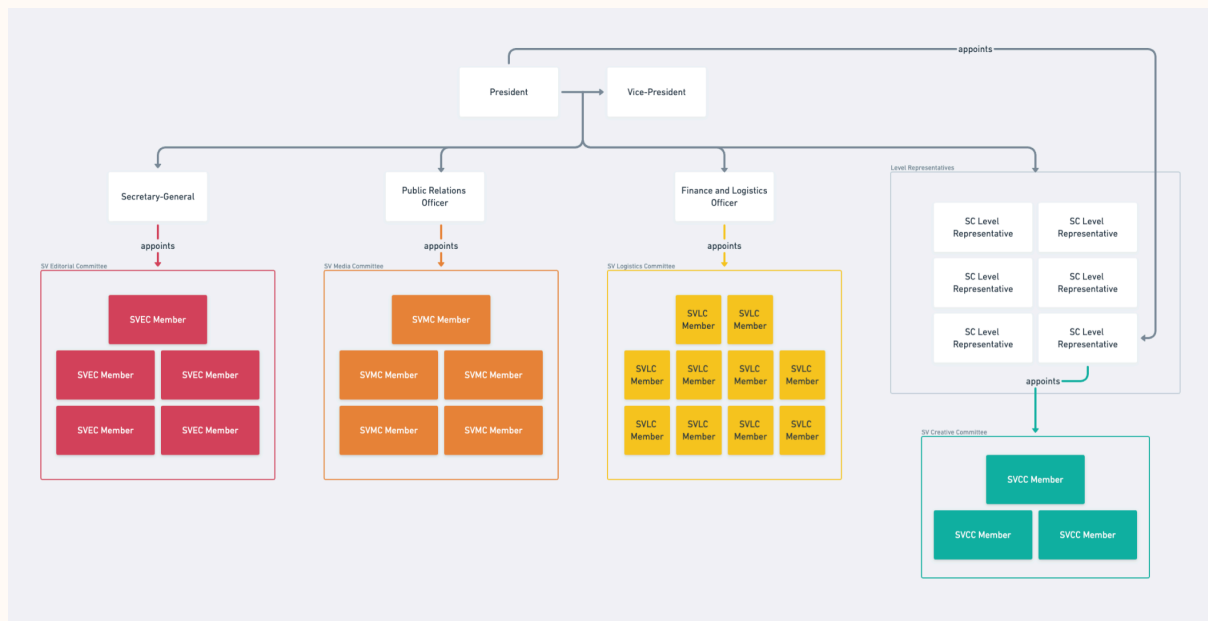
The main tasks of the SVLC include, but are not limited to:

1. **Setting up** equipment and other materials as detailed on floor plans
2. **Creating** crowd flow simulations and plans for events
3. **Planning** the layout of areas for certain events
4. **Communicating** with JNY's GA/ME team about event schedules and equipment needed
5. **Deploying** and **supervising** crowd control ushers
6. **Creating** risk-assessment reports for all events that pose physical risk

Members

The SVLC has **10 appointed members** and reports directly to the Finance and Logistics Officer of the Student Council. Members of the SVLC must first apply via an application form. Then, they are subject to screening processes (such as interviews, etc.). All SVLC members must be approved by the Finance and Logistics Officer and 2 other major officers (President, VP, SecGen, PRO) in the Student Council.

Organisational Structure



Rules

General Expectations

A Student Volunteer:

1. is motivated to make a positive impact;
2. consistently attends committee meetings, discussions, or activities;
3. respects authority and other members;
4. completes committee work and tasks punctually;
5. conscientiously contributes to committee work and tasks;
6. actively communicates, collaborates, and coordinates with other members;
7. maintains the confidentiality of committee information unless instructed otherwise;

Removal

Any member may file a complaint about another member in the committee directly to the reporting officer. The reporting officer of the committee has the discretion to escalate the complaint to the major officers of the Student Council for deliberation and vote for removal. At least 2 major officers and the reporting officer must vote to remove the member for removal to take place. Members may be removed for failing to meet general expectations (as listed in the section above), or for any other reason detailed by the reporting officer. Members who have been removed may not be appointed to any Student Volunteer or Student Council committee or positions within the same academic year. Removed members' Student Volunteer certificates are also subject to revocation.

After the removal of a member, the reporting officer appoints a new member to fill in their roles. This new member must have already applied to join the Student Volunteer at the start of the academic year; otherwise, if no such member exists, the reporting officer has the sole discretion to appoint any student to the vacancy. The appointment of the new member must be ratified by both the reporting officer and 2 other major officers.