USUSA STATEWIDE CAMPUS
POSITION DESCRIPTION

USUSA Tooele Campus Representative

Overview
Utah State University Student Association (USUSA) is established for the betterment of each
student’s academic experience, student life, and the University community by providing
academic representation, uplifting activities, and ensuring a voice in addressing the reasonable
needs and wants of their constituents and stakeholders to the administration.

All officers must adhere to the USUSA Inclusion Statement which reads:

“You belong here. The Utah State University Student Association includes every USU student
— we support the principles of diversity, equity, and inclusion. Demonstrating our commitment
to these principles, we support and advocate for every student regardless of race, ethnicity,
nationality, sex, gender identity and expression, sexual orientation, age, disability, religion,
language, worldview, education, socioeconomic background, family structure, veteran status,
and other identities and backgrounds. We condemn and stand up against social injustice in all
forms. Our commitment to building a more inclusive environment in our organizations, events,
campuses, and communities is ongoing — each of us has a role to play in realizing this vision.”

Required Trainings
1. USUSA Officer Canvas Course
2. Upstander/Title IX
3. Utah Leadership Academy (strongly encouraged)
4. Fee Board

Duties & Oversight
1. Fill in for the Tooele Service Region Vice President when needed.
2. Support the organization, planning, and all set-up and tear down at all USUSA events.
3. Respond to all assigned myVoice submissions weekly.
4. Support and represent Tooele students’ needs through creation of student clubs, organizations,
   activities, etc.
5. During the week of elections, the USUSA Tooele Campus Representative will be the financial
   auditor for candidates running for that same position. In case of the officer re-running for the
   same position, a member of the elections committee will be the auditor.
6. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
7. Officer will ensure that every member of their council or committee receive the opportunity to be
   trained on suicide prevention, Diversity and Upstander/Title IX during the fall semester of the
   academic year.
8. Maintain good standing per the USUSA Constitution.

Committee Assignments
1. Statewide Council, member
2. Service Region Fee Committee, member

Time Expectations
1. Officer will complete at least 3 hours weekly in assigned office, unless approved by two SILC advisors and the USUSA Tooele Service Region Vice President by 2/3 majority.
2. Attend all mandatory retreats, trainings and events.
3. Show up to all student planned Student Government and campus events.

I hereby agree that I fully understand my position description and accept full responsibility for my duties as the USUSA Tooele Campus Representative. I understand that failure to fulfill these responsibilities may result in disciplinary action as outlined in Article III Section 6 of the USUSA Constitution.

Printed Name: _______________________________
Signed: _____________________________________
Date: ______________________________________