USUSA STATEWIDE CAMPUS
POSITION DESCRIPTION

USUSA Campus Representative, Orem

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. Act as a liaison between the Orem staff and Region Council. Communicate details of upcoming events and cover center specific details.
2. Coordinate all local student association events under the direction of the Region Council.
3. Be present at local student association events.
4. During the week of elections, the USUSA Orem 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.
5. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
6. 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.
7. Maintain good standing per the USUSA Constitution

**Committee Assignments**
1. Regional Council, member.
2. Service Region Fee Committee, member

**Time Expectations**
1. Officer will complete at least 1 hour daily in assigned office, for 5 hours a week unless approved by two SILC advisors and the USUSA Wasatch Vice President by 2/3 majority.
2. Attend all mandatory retreats, trainings and events.
3. Officer will respond to all assigned myVoice submissions weekly.

I hereby agree that I fully understand my position description and accept full responsibility for my duties as the USUSA Orem 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: _______________________________________