



Trinity College Dublin Students Union

SCHEDULE 10

Ad Hoc Part Time Officers

Last Updated
15/10/2023

Document Managed by
Secretary to Council

Introduction

Ad Hoc Part-Time Officers are any officers created through motions of council. Like any motion of council, these positions expire after 2 years and require a renewal by council or a referendum to add them permanently to the constitution. All PTOs have general duties as listed in article 3.3.2, as well as individual responsibilities outlined below.

Off Campus Officer

Responsibilities:

To create an ad-hoc, off-campus committee which shall be composed of Union members whose degrees are based, in part or in full, off-campus. The number of positions elected will be at the discretion of the elected Officer.

Expires: 30/6/25

Ethnic Minorities Officer

Responsibilities:

- To support and represent students from ethnic minority backgrounds.
- Chair sub-committee to concentrate on issues students from ethnic minority backgrounds face

Expires: 30/6/24

Environmental Officer

Responsibilities:

- Campaigning actively for a greener campus by engaging with relevant stake-holders and to raise awareness of environmental issues among the student body.
- Working in conjunction with College and the Union to achieve its objectives pertaining to environmental sustainability and creating a more sustainable campus. Developing Union policy on issues that relate to sustainability or environmentalism.
- Organising Green Week and other sustainability themed campaigns with the College Green Campus Committee. Organising and raising awareness of any campaigns pertaining to the Green Campus initiative.

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Expires: 30/6/24

Access Officer

Responsibilities:

- To support and represent students in the Trinity Access Program or who came to college through other non-traditional access routes
- Represent TCDSU at HEAR Pre-Uni orientation
- Organise the Union's events for College Awareness week, as well as TAP Dance
- Represent all access students in Trinity at a local and national level

Expires: 30/6/24

Volunteer Forum Coordinator

Responsibilities:

- Chairing the volunteer forum.
- Promoting volunteering initiatives to the student body.
- Assisting in the organisation of RAG Week.
- Leading a student charity promotion event in the first term of each academic year.
- Working alongside college to assist students with their volunteering initiatives.

Expires: 30/6/24

Engagement Officer

Responsibilities:

- To chair the Engagement Working Group and, according to its Terms of Reference, organise its business.
- To produce two reports to Council per academic year, in collaboration with the Engagement Working Group, with recommendations and suggestions for improving engagement within the Union and the running of Council.
- To organise events and communications during Freshers' Week educating members about the Union's institutions, campaigns, initiatives and history.
- To, in collaboration with other officers and the Electoral Commission, work on recruitment for PTO, Class Rep and Committee elections when they occur, and to encourage unsuccessful candidates to remain involved in Union activity.
- To liaise with student-led campaign groups on campus and, where relevant, assist in establishing new groups in collaboration with the Citizenship Officer.

Expires: 30/6/25 Amended 2023/24

Housing Rights Officer

Responsibilities:

- Campaign for the maintenance of renter's rights, along with the improvement of conditions of students renting in Trinity-owned and non-Trinity-owned accommodation.
- Assist the Union Forum in relation to campaigns for the defense and promotion of students' rights in the area of housing.
- Assist the President and other Sabbatical and Part-Time Officers in relation to campaigns relating to housing.
- Liaise with the housing groups TCDSU already works with to help coordinate campaigns and maintain contact and good relationships with housing groups and organisations.

- Research housing issues students are facing

Expires: 30/6/26