



University Students' Council – Position Description

Position Title: Clubs Governance Board
Term: September 1 – April 30th

OVERVIEW:

The Clubs Governance Board acts as the student group that governs the clubs community on campus by enforcing and overseeing policies and procedures that ensure fairness in the clubs culture. The elected Clubs Governance Board (CGB) members play a crucial role in the enforcement and overseeing of the USC's clubs policies and procedures. Items that may be on meeting agendas include addressing club ratification applications, voting on proposed amendments to club policy and procedure, and holding USC club hearings and sanctions.

Members of the CGB impact the future of the clubs system by presenting recommendations to adjust clubs policy, ratifying new and prevalent clubs, de-ratify old outdated student groups, and ensuring the longstanding fair reputation of the clubs system is upheld.

The CGB is looking for 5 students at large to become the members of the Clubs Governance Board. USC-ratified club executives cannot be a CGB member.

DUTIES AND RESPONSIBILITIES:

- Adhere to USC bylaws, policies, and procedures
- Adhere to Clubs bylaws, policies, and procedures
- Addressing club ratification applications
- Reviewing clubs for de-ratification
- Voting on proposed amendments

KNOWLEDGE, SKILLS AND ABILITIES:

- Decisive and well-spoken
- Detail oriented with good organizational skills
- Strong collaboration with others to make prompt decisions in a professional manner
- Ability to learn/understand policy and procedure

TIME COMMITMENT: 2 to 5 hours/bi-weekly

TRAINING: Must attend mandatory Clubs training and CGB training.