

FIRST YEAR REPRESENTATIVE

The **First Year Representative** shall represent the educational, social, and personal concerns of students at Mount Allison University, with a specific focus on the needs of first-year students. Furthermore, the First Year Representative shall:

1. Be a student in their first year, attending Mount Allison University.
2. Serve a term on the Students' Administrative Council from the elected date to the thirtieth of the following April.
3. Sit on, and attend all meetings of, at least two Standing Committees of the MASU, unless otherwise excused by the Chair of the respective Committee.
4. Act as a liaison between the MASU and students, while ensuring accurate communication of MASU policies and decisions to them.
5. Act as an advocate for students, particularly first-year students, to officials of the MASU and Mount Allison University.
6. Not occupy a MASU staff position.
7. Attend all meetings of the Students' Administrative Council, unless otherwise excused by the Chairperson.
8. Submit a report to the Students' Administrative Council at least once a semester, outlining the affairs of their portfolio.
9. Submit an annual report on all projects and affairs of their portfolio during their term in office to the Chairperson.
 - a. This report will be due on or before the last meeting of the Students' Administrative Council during their term and must follow the annual report guidelines set out by the MASU.
10. Receive an honorarium consistent with that outlined in the MASU budget for the fiscal year in which they occupy the position.
 - a. To receive this honorarium, they must not be absent unexcused for more than 10% of meetings of the Students' Administrative Council.
11. Perform all other duties assigned by the Students' Administrative Council.