



SIBYL SOCIETY REPRESENTATIVE

INTRODUCTION

The Women's College is the leading academic residential college for women in Australia. Established in 1892, it is the first college of its kind in Australia and is situated within the University of Sydney. The College enjoys an outstanding reputation combined with a proud tradition of women's achievements.

HOUSE COMMITTEE

The House Committee of the Students' Club comprises 11 student leaders (three Executive positions and eight non-Executive positions). The House Committee is part of the College's student leadership team and is elected annually by all members of the Students' Club of the College. Each year the incoming House Committee identifies goals to achieve during its term in office. The Committee is responsible for ensuring these targets are reached, in alignment with the College's purpose to inspire, connect and empower women.

The House Committee's purpose is to:

- Promote the welfare of the students of the College
- Uphold the values of the College
- Provide an inclusive College environment that champions community, cultural, sporting and social endeavours.

The House Committee endeavours to:

- Effect good self-governance outcomes while adhering to the policies and compliance requirements of the College
- Consider the environmental and sustainability impact of all proposed events and activities
- Understand how their activities contribute to the goals of diversity, inclusion and positive College culture.

THE POSITION

The Sibyl Society Representative is the advocate and spokesperson for the Sibyl Society (consisting of postgraduate and Honours students, students in their fourth year of university and/or College and above, and all Academic and Resident Assistants) and is often the liaison between them and the staff. The position also plays an integral role within the Students' Club and House Committee.

The role has overall responsibility to:

- act as a conduit between the Sibyl Society and the undergraduate College community
- establish initiatives which promote positive inter-year relationships
- promote involvement of members within the Society, fostering an inclusive sense of community through the organisation of social events

While the Sibyl Society Representative holds office, the role offers valuable professional and personal development opportunities, including specialised leadership and mentoring training. The experience and skills development will position the officeholder competitively in the graduate careers market.

LEADERSHIP EXPECTATIONS

Students in leadership positions are ambassadors for the College. They are expected to be exemplary role models and be positively aligned with the College's strategic direction and values of scholarship, leadership, equity and connection.

Student leaders of The Women's College demonstrate:

- A commitment to the advancement of Women's College and its students
- Outstanding integrity and advanced understanding of the concept of confidentiality when dealing with sensitive information
- The importance of reputation management and support the College's practices and policies
- Full availability during Leaders' Handover Day, Leaders' Training Week, Welcome Week, Welcome back inductions and any other leadership and professional development activities
- An excellent example and guidance for aspirational future Sibyl Society Representatives.

RESPONSIBILITIES

- Attend House Committee meetings, always being prepared and contributing positively to discussions
- Meet with the Vice-Principal (the Sibyl Society Representative's staff mentor) regularly
- Organise at least one Sibyl Society event per semester
- Advocate for post-graduate and Honours students to House Committee and staff
- Promote community building and inclusion amongst post-graduate and Honours students at College
- Liaise with staff where necessary regarding Formal Dinner and external speakers
- Liaise with the House Committees and graduate communities in other colleges to organise and promote collaboration within social and academic activities
- Effectively communicate College activities to ensure widespread awareness and inclusion, including but not limited to: all social media channels, push notifications through sub-chat groups (e.g. RA wing chat groups, rep chat groups, Spirit and Community convenors, etc.), digital screens throughout College, posters/banners/flyers, Formal Dinner announcements, etc.
- Build community through regular and effective connection within senior leadership group (House Committee, Resident Assistant and SRA team, Academic Assistants) and amongst convenors groups
- Attend Formal Dinners and other key College events
- Prepare and revise detailed handover notes for the incoming position holder in the following year
- Write a summary of the year for the College yearbook and deliver it and a selection of photographs to the Yearbook Convenors by the due date (usually September)
- Other duties as required by the Senior Student and/or Principal.

SKILLS & ABILITIES

- Motivated, outgoing and enthusiastic with a willingness to share positive experiences about studying at The Women's College
- A commitment to creating an equitable environment between years within College
- The ability to develop a rapport with students and readiness to act as their spokesperson, particularly in relation to members of the Sibyl Society
- Possess a demonstrated track record of involvement in College life
- Capacity to be organised, complete tasks efficiently and effectively, have a mature outlook and be able to judge when a situation requires delicacy in approach and diplomacy
- Ability to liaise professionally (and at times confidentially) with College staff, students and stakeholders
- Demonstrate and role-model a positive approach to the College's values and culture.