

Main Details

Title **Democratic Procedures Committee Member**

NUS Area NUS UK

NUS Officer Contact Mostafa Rajaai

NUS Employee Contact Madeleine Spink (Governance Coordinator)

Term of Office 2 years

About the Democratic Procedures Committee

The Democratic Procedures Committee (DPC) facilitates and ensures the smooth running of the National Union of Students (NUS) National Conference. National Conference is held annually in April and is the head decision-making body of NUS. Delegates are elected from each local Students' Union that is an affiliated member of NUS to represent students' views on a National level.

The DPC's role is to be politically neutral and to ensure that the National Conference is run fairly and in accordance to the [Rules and Articles](#) of NUS.

About this role

The DPC plays an important role in the policy cycle at NUS, and is integral to ensuring that National Conference is a successful democratic event.

As a DPC member, you are responsible for understanding and enacting the rules and articles of NUS at National Conference, as well as for promoting accessibility within NUS' democratic structures. The DPC is accountable to the conference rules, and so it's important to be politically neutral when undertaking your role on the DPC.

What's involved?

- Attending National Conference 2018, in Brighton
- Attending a training session in Summer 2017 (date TBC)
- Attending up to **4 committee meetings** in the run up to National Conference 2018
- Facilitating National Conference, and as a committee deciding on the order of debate
- Enacting the rules and articles of NUS at National Conference

What skills do I need?

An excellent committee member will be enthusiastic about the opportunity to be at the heart of National Conference, the main decision-making body at NUS, with a passion and interest in upholding the governing rules of NUS, and also:

- Shows a commitment to the DPC, by attending committee meetings and National Conference 2017
- Analyses and solves problems in a decisive way
- Has good communication and interpersonal skills, dealing with issues in a diplomatic and sensitive way
- A keen interest in the democratic governing rules of NUS

- Works well as part of the DPC team

What does NUS expect?

NUS expects all volunteers to read and agree to follow the terms of:

NUS [Code of Conduct](#)

NUS Staff Protocol

NUS [No Platform Policy](#)

Please note that some roles are subject to a [DBS check](#) (previously called CRB). Further information on this will be provided.

What can I expect from the role?

Being a volunteer on the DPC is a rewarding experience that enables you to make a difference and have a real impact on improving the lives of students. Not only will volunteering on the DPC give you the opportunity to develop new skills in analyzing and solving problems and facilitating a democratic conference, you will also further develop interpersonal and communication skills by working alongside fellow committee members.

You can also expect to:

- Receive an induction into your role, the DPC, and the wider work of NUS
- Receive support from NUS, with the opportunity for personal development of knowledge and skills through in-house training (*currently in development stage*)
- Volunteers will never be out of pocket – reasonable expenses, such as travel and subsistence, will be paid for by NUS
- Be part of the wider student movement, part of a national and international campaigning organization, representing students from across the UK
- **Lastly, being a volunteer committee member is a great opportunity to shape the future of NUS**

How do I get involved?

If volunteering on the Democratic Procedures Committee sounds appealing, then please refer back to the [National Conference hub](#) for information about how to nominate yourself to stand for election.

Key Information:

- Nominations for the DPC open and close at National Conference 2017
- You will stand for election at Conference, where you will have the opportunity to give a short speech (the Chief Returning Officer will provide details on the timings allowed)
- We recognize that giving a speech can be quite daunting, so a few tips are
 - Speak clearly and slowly
 - Don't be afraid to use notes if you need to
 - Stick to a few key points as to why you want to volunteer on the DPC
- The results of the election will be available online following National Conference