



General Information

Position	Senator	Branch	Legislative
Pay Rate	L-1 \$10.00 per hour	Position Type	Temporary Student Employee (TSE)
Authorized Hours	10 hours per week	Possible Travel	Yes
HR Supervisor	SG Advisors	Working Over Authorized Hours:	Yes, with prior written authorization from direct supervisor

Job Description

The SG Senators shall serve as the elected representatives of the Student Body to the SG Senate and shall use their vote and their speaking rights to fulfill this role as representatives.

Role and Responsibilities

- Attend, participate in, and vote in all meetings of the Senate.
- Attend, participate in, and vote in at minimum one (1) Senate Committee.
- Review and recommend budget allocations based on budget standards and Proviso.
- Conduct event audits for A&S funded registered student organizations.
- Prepare for meetings beforehand to maximize temporal efficiency.
- Maintain conformity with applicable SG governing documents in all business and university applications.
- Assist the respective campuses, Senate leadership, and SG Advising in fulfilling educational initiatives for the branch.
- Communicate with the USF community and their constituents as needed.
- Perform all other duties as necessary to execute the mission of the USF Student Government and as stated in SG governing documents.

Minimum Qualifications and Education Requirements

- Must be in good academic standing (maintain minimum cumulative institutional 2.5 GPA for undergraduate students and 3.0 GPA for graduate students).
- Must be actively enrolled for a minimum of 6 credit hours as an undergraduate degree seeking student or a minimum of 4 credit hours as a post-baccalaureate student during the fall and spring semesters.
- Must not be under current disciplinary probation, suspension or expulsion with the university.
- Must be an elected USF Student Government Senator for the 2nd Consolidated Term.

Preferred Qualifications

- Should be able to maintain professionalism and a commitment to ethical practices.
- Should be able to think critically and logically in most given situations.
- Possess a basic understanding of Robert's Rules of Order and SG governing documents.

Working Conditions

Work 10 hours a week in an office setting. May have to travel within the state and on campus for Student Government conferences, programs, events, and meetings.

– This information is not designed to be a complete inventory of the job's duties, responsibilities, and qualifications. Rather, it is designed to give the general nature and level of work to be performed by employees assigned to this job title. –

Last Updated: January 7, 2021