



**STUDENTS'
UNION
DIRECTOR'S
RESOURCE
GUIDE**

A yellow character with a smiling face is peeking from behind the left side of a large, rounded teal sign. The sign contains the title text in white, bold, uppercase letters.

The British Columbia Federation of Students represents over 170,000 college, institute, and university students from all regions of the province. The Federation represents full- and part-time students at the college, undergraduate, and graduate levels. Together these students advocate for a well-funded system of post-secondary education in BC that is affordable and accessible for all students. The Federation's membership is comprised of:

Camosun College Student Society
Coast Mountain Students' Union
College of New Caledonia Students' Union
Douglas Students' Union
Emily Carr Students' Union
Justice Institute Students' Union
North Island Students' Union
Okanagan College Students' Union
Quest University Students' Union
Selkirk College Students' Union
Students' Union of UBC Okanagan
Students' Union of Vancouver Community College
Thompson Rivers University Students' Union
University of Northern British Columbia Graduate Students' Society
Vancouver Island University Students' Union

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INTRODUCTION

Students' unions are a critical component of the post-secondary community: we run events and activities to enhance campus life; we provide valuable services to save members money; and we advocate for student-focused policies at the local, provincial, and federal levels. As organisations run by students, for students, it is essential that elected directors and hired staff understand their role as organisers, advocates, and stewards of their union.

The chapters of this guide are broken into three broad categories: internal, membership awareness, and advocacy. The Internal section contains chapters that relate to the operational aspect of running a students' union, such as directors' legal responsibilities, managing finances, and working with staff. Although this section can seem daunting for new directors, it is imperative that you understand the inner workings of a students' union so you can be sure yours is operating in an accountable manner. The Membership Awareness section contains chapters that relate to communicating with members in order to ensure they know about the students' union and the good work you are doing. The Advocacy section contains chapters relating to institutional structures, media relations, and other information that is key in representing and advocating for members to all levels of decision makers.

As you move forward in your journey in the student movement, this guide is meant to be a helpful resource that can be referenced consistently along the way. It is important to use this Guide to establish a strong foundation of knowledge which you can build on with your own experiences and education throughout your time in your students' union and in any

endeavour in the future. The variety of skills and tips you will learn herein are invaluable and will help not just you, but every other individual who is also advocating for a more affordable and accessible post-secondary education system in British Columbia and beyond.

The Students' Union Directors' Resource Guide is written and edited by the BC Federation of Students. It is an anthology of knowledge that has been compiled by Federation activists and staff over more than thirty years. Like many of the things we enjoy in today's student movement, this guide wouldn't have been possible without the passion and hard work of those who laid the foundations for this publication.



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