



**Studenten
Organisatie
Groningen**

Board 2021-2022

Information Package

Dear student,

In this document you can find more information about the Student Organization Groningen (SOG). The SOG is an association that holds a unique place in the Groningen student world, since it represents the interests of all students of the University of Groningen.

This document, along with information on the SOG itself, consists of a brief description of the various functions within the board and all committees that the association has.

If you have any questions after reading this document, please do not hesitate to make an appointment with one of the current board members. They can tell you exactly what their daily activities are, what is so great about the SOG and why they have chosen a board year at the SOG.

We look forward to hearing from you!

The SOG Board 2020-2021,

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The SOG

The SOG is an association which represents the interests of all students of the University of Groningen and consists of a board, a faction and several committees. The faction is elected in May each year and represents the students in the University. The board is responsible for the affairs of the association, organizing activities and providing opportunities to gain knowledge or develop as a student alongside your studies. In addition, board members are closely involved in student politics surrounding the University of Groningen. As a board member, you are the first point of contact for members and other interested students for information on for example the association, its activities, and the views of the SOG. The SOG maintains contact with the whole student world of Groningen, which makes it possible to ensure all students' interests.

The SOG exists in its present form since 2001; the former Studenten Fractie Groningen and University of Groningen Student Organization merged into the SOG. Precisely because the SOG is relatively young, you have a lot of freedom as a board member to handle your tasks in your own way, add fun activities or improve the association in other ways.

The SOG Board

A year on the board of the SOG is a very educational experience: board members rapidly improve their communication skills in a professional setting by the contacts that have to be maintained with your own board, the faction, committees and many other associations.

The SOG is an association that allows board members a lot of space to organize new activities or expand the association in other ways. For years, new collaborations have been made, new committees have been established and people have been asked to help make our society even better.

Distinctive for the SOG is its central role in the student world of Groningen and its large network. Keeping in touch with all the boards is something that the SOG puts in time and effort and it is therefore possible that you can be found at a couple of drinks a week.

Also with the Law Office of the SOG, we are affiliated with a national overarching organization, namely the National Student Law Office (LSR). Through these associations you will always have the right knowledge as a board to inform the students in Groningen, through press releases or activities.

The SOG board consists of six people who all have specific tasks associated with their position. The committees on the contrary are distributed after the Board has been established, so everyone can do his / her favorite activities. Before the start of the academic year, the new board writes its policy containing the plans and focus points for the coming year. Throughout the year, often spontaneous actions come along; sudden activities or get-togethers, extra committees are established or an extra focus point is added. The course of your board year is therefore far from set and also your function does

not determine what your year is going to look like, but moreover your interests and pursuits will do!

The Functions

Chairman

The chairman is responsible for directing the other members within the board. The chairman should ensure that the board members do their duties, and if there are problems, the chairman will solve this. It is important that the relationships within the board are well and the chairman will also look after this. In addition, the president/chairman of the association has regular meetings with the chairman of the faction to obtain information about the state of affairs within the faction. The chairman is also responsible for the policy. This policy is set at the beginning of the year and has to be a guideline throughout the year. In addition, the chairman is responsible for chairing board meetings and, if no technical chairman is appointed, for chairing General Member Meetings (GMM's).

The chairman is the face of the association in the outside world and is therefore always up to date on the views of the SOG in the student politics of Groningen. Helpful skills to have as a chairman include good communication, time management, organization and problem solving.

Secretary

The secretary is responsible for maintaining clear communication with members and other contacts. Via the newsletter and email the secretary keeps the members updated on the events and important matters. Besides that, the monthly drinks are also a task that belong to the position of the secretary. The monthly drinks are meant for all SOG members to keep in contact with each other and strengthen the bond within the association. As the secretary has much contact with the members, he or she also organizes the member get-togethers, the members day (or members weekend), the active members activity and other activities for members.

Additionally, the secretary makes sure that everything is well documented and stored. This includes taking the minutes at meetings (including the GMM), providing the documents and keeping in check the archive of the association. The membership administration and alumni administration are also responsibilities of the secretary. Also, the position of secretary can very well be supplemented with personal interests, such as creating posters or setting up new activities. For example, in the year of 2020-2021 the secretary has been part of the PR team and the Editorial committee. In both teams, the secretary has participated in creating promotion material, including the SOG magazine the "Ruggegraat".

An useful skill to have as a secretary is to be good in communication and IT since most of the work that you do as a secretary is online, for example the email, the website, the archive etc. As a secretary it is important that you can clearly communicate to your board members how things are going and what could be improved and should be done. But also

communication with SOG members and the faction are important. This skill is however also one that you will be developing when doing a SOG board year.

Treasurer

The treasurer is responsible for the finances of the association. This means that he or she makes sure that bills are paid on time and that there are enough revenues. The treasurer is responsible for the policy concerning declarations. For income, the SOG is largely dependent on subsidies from the university, other parties and acquisition. As treasurer you are responsible for aligning the revenues and the costs of the SOG. One of the main duties of the treasurer is setting the budgets, the bringing in of acquisition, the search for new sponsorship opportunities and overseeing the acquisition policy of the association.

A beneficial skill for a treasurer would be to have knowledge of business economics, especially the ability to write and interpret financial statements like budget plans and balance sheets. Next to this it is important to be able to communicate well within the board but also with the other committees.

Commissioner of Internal affairs

The commissioner of internal affairs is responsible for guiding the committees and enforcing internal communication between the board and faction. This involves monthly meetings with the vice-chair of the faction. In addition to this, the commissioner of internal affairs engages the active members in the monthly drinks and aims to create a SOG community with the board. Regarding the committees, the commissioner of internal affairs is responsible for creating the committees and supervising them in their events, ensuring promotion is done on time, communication flows smoothly and overall and making sure that the committees are bonding and working well together.

Commissioner of External affairs

The commissioner of external affairs is responsible for the contact with other associations and organizations in Groningen. The external commissioner maintains existing connections of the SOG and finds new interesting contacts. Often, the external is responsible for the activities and co-operations that arise from this. Another major duty of the commissioner of external affairs is the responsibility of acquisition for the SOG. The external commissioner tries to get new sponsorship deals or find ways through which connections with other (commercial) organizations can be mutually beneficial. Finally, general promotion falls under the tasks of the commissioner of external affairs. He/she oversees the visibility of the SOG and is part of the PR team. The commissioner of external affairs has a social and proactive role within the board, so if this suits you, apply!

Commissioner of International Affairs

One of the focus points of the SOG is internationalization. The SOG is the only party that has an international representative in the University Council. Since 2015, the SOG also has a commissioner of international affairs on the board of the association. The commissioner of international affairs safeguards that this focus point is executed properly. This means that he or she makes sure that all internal messages, external messages, PR and (a part) of

the events are, next to in Dutch, available in English as well. On top of that, the international commissioner has an active role in finding new ways to improve inclusion within the SOG and within student life in general. In this way, the SOG can contribute to inclusion within student life in Groningen. The commissioner of international affairs is also responsible for organizing the Integration Night and the Galant Gala. Both are events co-hosted with other associations and aim to unite all kinds of students. The Integration Night is focused on improving the integration between Dutch and international students. The Galant Gala is a party organised to connect students from all over the city.

The largest responsibility for the commissioner of international affairs is PR. The international commissioner is responsible for updating the website as well as all the SOG's social media accounts. He or she also works together with the Editorial Committee to create and publish the Ruggegraat (the SOG magazine). Alongside this, he/she is also responsible for designing and spreading promotional material for the association in order to promote the events and draw in audiences. He or she will do so together with the PR team, made up of board and faction members. Having experience with working in Adobe Indesign is not necessary to apply for this position, although great if you do already have experience. The international commissioner will either way be offered a course to learn the ins and outs of the program.

The committees and Portfolios

Below you will find a brief overview of the committees within the SOG. These committees are distributed over the new board members after they have been installed as candidacy board, after which each board member is responsible for his own committees. Both the projects and the progression of the various committees are discussed during the board meetings. In addition to the committees, there are a number of smaller tasks that are performed by the board members.

Law office

The SOG Law Office provides free legal advice to anyone who has a legal problem. The Law Office focuses on answering questions related to education law, study finances and rental law. In addition, people can contact the Law Office with other legal issues.

The Law Office consists of eight advanced law students of the University of Groningen who deal with legal issues with great enthusiasm. The employees work for the Law Office for twelve months and have two switching moments. At both moments around 4 members stop and 4 new members join. As a reward they receive a certificate with the tasks they carried out.

In addition to dealing with legal issues, each employee has a specific function. Besides the roles of chairman and secretary, employees are engaged in case-control, case distribution, organizing educational days, conducting administration and the promotion of the Law Office.

Political Activities Committee (PAC)

The Political Activities Committee will organize lectures with influential speakers, debates, and workshops related to politics. The SOG is a political party, and the Political Activities Committee is a committee revolving around promoting and enhancing the SOG's political engagement. Past events involved debates concerning Brexit with people who live in the UK to get their perspective and a debate concerning the US elections.

Societal (Maatschappelijke) Activities Committee (MAC)

The Societal Activities Committee creates a few social events per year, involves itself in charitable events, and is about actively trying to improve the social wellbeing in Groningen. This committee aims to spread awareness and promote the SOG's standpoints on critical issues such as sustainability. In the past they have created a fundraiser to help Groningen Verwelkomt to help refugees in collaboration with Amnesty International, and had a workshop about sustainable fashion with ChicFashic.

International Activities Committee (IAC)

The SOG strives for conscious internationalisation and this is something that the International Activities Committee is all about. This committee helps the SOG integrate Dutch and International students with formal and informal events. Their events are less academically aimed, their events have been more social and engaging. For example, Christmas treasure hunt, Cocktail making Masterclass, and Minute-To-Win-IT.

First-Year Committee

The First-Year Committee is a new committee that will help promote the SOG among the first-year students. This committee will be in charge of creating social events, where the activities can be more informal and celebratory, and encourage other students to become members of the SOG. This year they have worked in collaboration with the IAC with the event Minute-To-Win-It and created an organized plan for a social media account that will start this year and carry on next year.

Conference committee

Every year the committee organizes a major conference by the conference. The conference is organized in cooperation with the Hanze Studentenbelangen Vereniging (HSV). The theme of the congress differs year by year. Unfortunately last year, the conference was cancelled due to the COVID-19 virus. The conference committee is mainly concerned with coming up with a theme, addressing the speakers and the search for a suitable location.

Ruggegraat/Editorial Committee

The Ruggegraat is the magazine of the association which is published three times a year. The magazine focuses on interesting news for students in Groningen. In addition, the magazine shows what the faction is doing at that moment and what their plans are. Also, the magazine gives information about the upcoming SOG activities. This year, the secretary and the commissioner of internal affairs were part of the Editorial Committee together with three other active members. Some of the pieces that are also published in the magazine are delivered by faction members, board members and committees.

Campaign team

Every year in May the university council elections are held. Every student of the University of Groningen can vote for its favorite party. The SOG wants to win as many seats in the council in order to promote the interests of the students optimally. To get a lot of seats a campaign is held for eight days in order to reach all students of Groningen and encourage them to vote. For the elections to be organized well, there is a campaign team. The campaign team ensures that a great campaign is being prepared, so that as many votes as possible can be achieved.

Galant Gala

In collaboration with other student and study associations the SOG organizes the Galant Gala every year. One board member from each association takes place in the committee that organizes the gala and sets up a fantastic party for hundreds of students. For the SOG, this member is the Commissioner of International Affairs.

Integration Night

In collaboration with Vindicat, Albertus and Dizkartes and other study associations the SOG organizes Integration Night. Unfortunately due to COVID-19 we were not able to have this event be organized, but this is an annual event aimed for the integration of international and Dutch students.

Groninger Debate contest

Each year the Groninger debate contest is organized in collaboration with Groningen Debating Society Kalliope and the Groninger Politiek Jongeren Kontakt (GPJK). During the contest teams of two people debate in three round in order to reach the finale. Absolutely no experience is required to participate in the contest, anyone is welcome to join!

KEI-week

Every year the SOG participated in the KEI week in order to get as many new students as possible acquainted with the association. One of the board members will chair the team to coordinate activities that the SOG organizes for this week.

Who are we looking for?

You study at the University of Groningen, you are interested in politics, student participation as well as contributing to Groninger student life and you would like to gain experience in running an organization. Additionally, you are available for around 12 to 20 hours a week, you like organizing, enjoy working in a team and you are inventive and flexible. In short, you like to take up the challenge to make a great association even more known among students.

If you like more information or want to speak to current board members about their experiences, please contact one of them! We would like to get in touch with you to answer all your questions.

Application procedure

Would you like to apply for one of the aforementioned functions? Send your CV and motivation letter to sollicitatie@studentenorganisatie.nl **before the 19th of April 2021**.

If you have questions about the application procedure or any other questions, you can get in touch with Kondwani Mkorongo. (voorzitter@studentenorganisatie.nl)

Kind regards,

Kondwani Mkorongo

Chairwoman

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Julianne Veltman

Secretary

Secretaris@studentenorganisatie.nl