

Specific Event Associate Membership – SU Application Form

The purpose of appointing an Associate Member is to recruit an external individual with specialist skills/expertise that are required and cannot be recruited from within the student community.

Any Student Group may appoint an Associate Member to their group for a set timeframe to support them with a specified event(s) subject to the approval of an SU Officer.

Any Student Group may remove an Associate Member subject to the approval of an SU Officer.

Approval will be conditional on the application demonstrating that the Associate Member:

- will bring specialist skills/expertise to the Student Group that are required and cannot be recruited from within the student community;
- has no prior history of a disciplinary with either the University or The SU.

An Associate Member will not be eligible to:

- be paid for any services they provide to the Student Group;
- be elected or appointed to a student group committee;
- vote in any referendum or SU election;
- compete in any competition representing the University or The SU.
- authorise payments on behalf of a student group.

An Associate Member will not be required to pay group membership.

A Student Group cannot receive funds in exchange for an associate membership.

Associate members should be made aware that they are only covered under The SU public liability insurance provided that this form has been completed and they have received written authorisation of its approval from an SU Officer.

Associate Member Details

Associate Member name:	
Date of birth:	
Email address:	
Telephone number:	
Student Group:	

Does the Associate Member have any prior history of a disciplinary with either the University or The SU?	Yes/No
The SU	
The University	

What event does the associate member need to support?	
Name of event(s)	
Timeframe for associate membership (dd/mm/yy – dd/mm/yy)	

What specialist skills/expertise will the Associate Member bring that cannot be recruited from within the student community? (Max of 250 words)

Please tick which sporting, recreational and social activities they will be permitted to engage in with the student group?	Tick options that apply
Practice, training and rehearsals	
Attending group run events	
Attending group run socials	
Attending UK and overseas trips	
None	
Other	
<i>If other, please provide details here:</i>	

<p>GDPR</p> <p>The above information will be kept and used by The SU to:</p> <ul style="list-style-type: none"> • check whether a person is eligible to be an associate member; • contact them in the event that The SU needs to speak to them. <p>This personal data will be stored securely and disposed of a year after the person ceases being an associate member.</p>
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Expected behaviours

When acting in the capacity of associate member, persons are required to maintain appropriate levels of behaviour and not [impede the values of the SU](#).

The SU is student-led

Associate members bring valuable knowledge and experience which can be incredibly helpful to groups and their committees when they need guidance or ideas. It is important that whilst an associate member may have experience about a matter, all decisions are ultimately made by the student group and their committee.

Respecting Boundaries

As the academic year changes, naturally so does the membership of a student group. This can mean that behaviours that were accepted in previous years may no longer be accepted (such as associate members attending socials). Remember to be mindful of any new rules student groups may implement regarding conduct.

Disruption and Harassment

It is understood that most associate members are such because they value and respect the work of the SU and the student members. In the unlikely case an associate member attempts to harass, disrupt, bully or otherwise negatively impact a student group, student members or SU staff, the SU reserves the right to remove associate membership without notice.

If an associate member believes they have been harassed or discriminated against, please refer to the section 'reporting concerns'.

Reporting concerns

If there is any behaviour that may be deemed dangerous or considered misconduct ([as defined by the University's Disciplinary regulations for students](#)) associate members in the first instance should inform the student group committee of the concerns.

If concerns persist, please contact the SU on su-cda@bath.ac.uk including any available evidence. This inbox is monitored by SU staff for matters relating to complaints and disciplinaries and will be able to advise on appropriate next steps.

Associate member declaration (*This declaration must be signed by the Associate Member*)

I declare that:

- I have given consent for the information supplied about me in this application to be shared with The SU and that this is correct;
- I will abide with all SU policies and the terms set out above within this form when acting in my role as an Associate Member;
- I accept that The SU may withdraw my Associate Membership at any time if deemed necessary and appropriate.

Signed:

Date:

Committee member declaration (*Please copy the following text into an email and send to your area staff. Please DO NOT sign directly on the form as this may lock the form so the Associate cannot sign it*)

I declare that:

- the committee have agreed to the appointment of this associate member as they have agreed that they will bring skills and expertise that the student group currently does not have.
- the committee accept they are responsible for reporting breaches of the terms set out in this document.
- the committee accept that The SU may withdraw this Associate Membership at any time if deemed necessary and appropriate.

Please send this completed form and declaration to your SU area staff (e.g. Societies, Sport, Media, Arts). The SU Officer for your area will review the application with staff before writing back to confirm whether the application has been successful.