

MCR Committee Roles

The following job descriptions are not comprehensive, but provide an accurate snapshot of what each role requires. If you are at all interested or have any questions, get in touch with the President, at jmcl3@cam.ac.uk.

All roles will last from 22nd April 2015 – 21st April 2016.

1x President

The President has three duties: you are responsible for ensuring the committee are doing their job; you are the voice of the students to the college; and, you will occasionally represent the college to the university and alumni.

The role is ultimately too broad for simple synopsis, but if you have the enthusiasm and ideas to help ensure Hughes continues to develop in a way that is beneficial to students, then this role is for you.

It is a job that requires commitment and the occasional challenge, but is ultimately immensely gratifying and an honour to carry out.

1x Secretary

The Secretary has a multifaceted and integral role within the committee. The central three duties are:

- Responsibility for the communications of the committee, ranging from the MCR mailing list to the Hughesletter to social media.
- Attending College Council (highest decision making body with student representation) twice a term to help advocate on behalf of Hughes students along with the President.
- Provides notice of committee meetings and taking minutes.

So, if you have a desire to both advocate on determine how the committee communicates Organisation is key.

1x Infrastructure Officer

The Infrastructure Officer is a very important role to ensure the smooth running of the MCR. Duties include managing room bookings for the MCR

and clubs and societies, updating the website, compiling part of the Newsletter, and assisting the Secretary with other communication, such as student surveys.

1x Treasurer

behalf of the student body and with them, then please apply.

Responsible for drawing up the annual budget in October and ensuring everything covered (societies, sports teams, social events) by the budget is funded. Also deals with payments of formal swaps and stash orders such as college hoodies. For those who like laying down the law.

1x Vice President

The primary job of the Vice President is to act as the representative of Hughes Hall externally at the Graduate Union and CUSU. These are vital forums — an opportunity to help link up with other colleges across Cambridge to help resolve issues that affect us all as students. If you like to put your complaints into action, and can stomach some meetings, then please apply.

1x Internal Social Secretary

In charge of dreaming up, and putting into action, the events that fuel Hughes year round. This year we are looking for one motivated and dedicated person to head a social subcommittee. The social secretary will spearhead plans for a great Fresher's month to welcome new students. The social secretary will also follow up with a range of social events throughout the year. A truly important role. Budding BNOCs please apply.

2x External Social Secretary

This role involves organising formal swaps with other Cambridge colleges a few times a term. Additionally, you will organise the exchange trip with Oxford. Is visiting every formal at Cambridge on your bucket list before graduation? Do you want to definitively prove that Hughes has the best food around?

2x Welfare Officers [1x Male, 1x Female]

There to deal with any personal issues students might be having, putting on events during stressful periods, as well as helping enact CUSU and and GU welfare initiatives, e.g. the free condoms initiative.

1x Academic Affairs Officer

There to deal with the academic and learning resources' needs of students at the college. The Academic Officer will sit on the Academic committee and relevant subcommittees. Figuring out how to improve tutorial support is a likely priority in the upcoming year.

1x Green and Ethical Affairs Officer

Working with the college and students to help shape college green policy, an area of vital significance moving forward and one still very much in the early stages of development. The green officer sits on the college's Green Committee which discusses college policy.

Providing a real chance to help shape how the College moves forward in this area, if you are passionate about green issues and want to make a difference in how the college approaches them, this is the role for you.

1x Sports and Societies Officer

A point of contact for all sports and societies in the Committee, helping represent them should they be having any issues or require further funding. Responsible for organising the Sports and Societies Fair in Freshers. Also responsible for managing Buffyfish, the Hughes Hall punt.