



Brock Sports & Recreation Student Conduct Committee

Job Description

Brock University has established the Student Code of Conduct to promote and maintain respect for the rights and well-being of all members of our community and address instances of non-academic misconduct that jeopardizes the welfare of the Brock Community, the good order and proper functioning of the academic and non-academic programs, and activities of the University, or that adversely affect the property of the University. Brock University has a Student Conduct Council (SCC) that plays an integral part in maintaining a safe, inclusive environment for students, members and community by holding hearings to adjudicate alleged incidents of student non-academic misconduct and participate in restorative justice processes.

In Brock Sports & Recreation (BSR) we have found that not all incidents require the attention of the SCC. Therefore, we are seeking students to become part of the Brock Sports & Recreation Student Conduct Committee to hold hearings on BSR incidents that occur that need to be addressed.

Members participate in hearings and attend skills, team, and knowledge building sessions throughout the academic year. Students will dedicate approximately 2 hours weekly to this volunteer position.

Duties

1. Participate in processes to address student non-academic Brock Sports & Recreation misconduct:
 - a. Review incident reports and interviewing respondents and witnesses during hearing to gather facts related to incidents
 - b. Through consensus decision making and interpretation of rules and regulations, determine whether an infraction has occurred
 - c. Assessing outcomes that are appropriate in the circumstance when it has been determined that a violation has occurred
 - d. Participating in the informal resolution of incidents including restorative justice processes
2. Act as a responsible representative of Brock University
3. Participate in training and team meetings as required

Required Skills & Qualifications

- Provide a welcoming and resourceful presence for a diverse student body, taking a student-centered approach
- Ability to handle highly confidential information with the utmost professionalism
- Ability to interpret policies and apply procedures
- Convey a positive and enthusiastic attitude
- Extensive verbal communication skills
- Ability to maintain strong working relationships and ability to work collaboratively with fellow council members and staff

- Interest in recreation activities and programming

Responsibilities

- Respect the dignity of all persons present
- Keep all information presented in confidence and not discuss outside of the hearing
- When speaking with accused, members should refrain from making accusations or statements that cannot be supported
- Decide on each case in an objective, unbiased manner. Members who have a personal interest in or knowledge about a case must discuss this concern with BSR staff and be willing to step aside due to a conflict of interest if required
- Arrive on time and be prepared to be fully present and engaged
- Listen carefully to each person, withholding any judgement until all available information has been presented and considered
- Engage in meaningful discussion regarding the facts of the case during deliberation, even if their view is not shared by majority
- Members will not comment on any aspect of the case or outcome if approached by any individual outside of the hearing

Additionally, Committee chair will:

- Preside over and facilitate the hearing proceedings
- Facilitate the deliberation process and work toward a consensus decision
- Communicate the decision of the council to the accused

Learning Outcomes (what you will get out of it)

- Enhance your team building and team work skills
- Increase your ability to actively listen and interpret perspectives
- Develop conflict recognition and resolution techniques
- Increase decision making capabilities and ability to articulate reasoning for decision
- Gain confidence in entering crucial conversations