

Nestleder for Utdanning (Vice President of Education)

1. Have responsibility for the educational policy in StOr.
2. Take responsibility for the work StOr is doing in conjunction with academic environments at the University of Stavanger
 - 2.1. Be representative of the Educational Committee at the University of Stavanger
 - 2.2. Responsible for organizing preparatory meetings with the student representatives of the Educational Committee.
 - 2.3. Assist students who turn to StOr regarding academic affairs.
3. Follow up on academic policy of the university and nationally.
 - 3.1. Following up on national curriculum regulations for UiS.
 - 3.2. Follow up statements made by StOr and the Norwegian Student Organization (NSO) concerning academic affairs.
4. Follow up on student unions in an academic context. Collaborating with Vice President of Learning Environment to ensure that the student unions organize student representatives and have their own academic affairs coordinator.
 - 4.1. Have responsibility for Tillitsvalgtforum
 - 4.2. Keeping student representatives, student organizations and student unions updated on academic

policy issues regarding the university and nationally.
5. Have the primary responsibility to follow up and supervise student representatives.
6. Ensure that there is student representatives in all boards, councils and committees at UiS.
 - 6.1. Responsible for the contact information of student representatives being up to date.
 - 6.2. Ensure that student representatives receive adequate training and training in line with the cooperation agreement with the University of Stavanger and hold social events with these collaborations with the Organization Consultant.
 - 6.3. Have responsibility for reporting student representative's appointees to the right authority at UiS.

- 6.4. Follow up on student representatives and ensure that UiS provides sufficient information and knowledge to perform their duties.
7. Responsible for following up on student's rights and complaints on a principle basis.
 - 7.1. Keeping continuous contact with the Student Ombudsmann regarding student's rights.
 - 7.2. Ensure that students are given sufficient information from the University of Stavanger and StOr about their rights and obligations.
8. Inform the rest of the EC on ongoing cases and projects.
9. Other tasks given by the President, other members of the EC or the Student Parliament
10. The position of Vice President of Education is to be the main job during the tenure. Any additional studies, exams, elected office and extra work outside the office must be informed to the EC and shall not come at expense of the Vice President of Education's tenure.
11. Follow up on the academic work regarding the internationalization of UiS
 - 11.1 Keep regular contact with the International Office
 - 11.2 Follow up on "Strategy of International Affairs"
 - 11.3 Follow up work on internationalization at the University of Stavanger, and students who wish to apply for exchange studies abroad.
 - 11.4 Keeping in touch with UiS and NOMSA-students.
12. Take responsibility along with the rest of the work-program being followed up throughout the year.
13. Have regular office hours on weekdays
 - 13.1 Extra working hours must be expected in certain periods.
 - 13.2 Attend events organized by StOr.