

Committee Information Sheet

Summary of Positions

Elected Positions

- **Executive Positions** (portfolios are divided on this basis)
 - President
 - Administrative Vice-President
 - Careers Vice-President
 - Competitions Vice-President
 - Education Vice-President
 - Equity Vice-President
 - Pre-Law Vice-President
 - Social Vice-President
 - Wellness Vice-President
- **Elected Office Bearers**
 - Careers Representative (x2)
 - Competitions Representative (x2)
 - Education Representative
 - Women's Representative
 - Alternative Pathway Student Representative
 - Queer Representative
 - Indigenous Representative
 - Volunteering Representative
 - Social Representative
 - Wellness Representative
 - Male Sports Representative
 - Female Sports Representative
- **First Year Positions (elected in semester 1)**
 - Careers First Year Representative
 - Competitions First Year Representative.
 - Education First Year Representative
 - Social First Year Representative
 - Wellness First Year Representative

Appointed Positions

Note: These positions are decided on by the Blackstone Executive and change from year to year. The following is a list from the 2018 Committee, and is an indication only. Positions generally come available over summer.

- Academic Mentoring Director
- Academic Mentoring Officer
- Advocacy Officer (x2)
- Ball Committee (x3)
- Competition Directors for the following competitions:
 - Client Interview
 - First Year Witness Examination¹
 - First Year Mooting²
 - Negotiation
 - Open Mooting
 - Student Paper
 - Witness Examination
- Marketing Director³
- Marketing Officer (x3)
- Publication Editors for the following publications:⁴
 - Careers Handbook
 - Blackbird
 - Ignite
 - Briefs (x2 positions)
 - Onyx
- Pre-Law Officers

¹ In 2017 and 2018, this was run by the First Year Competitions Representative.

² Ibid.

³ This position was new in 2018, and was invited to attend all executive meetings.

⁴ This reflects the traditional publications structure. In 2018, there was no Careers Handbook Editor. Rather, the Marketing portfolio assisted the Careers portfolio. Four 'Publications Editors' were appointed to coordinate: (1) Briefs and (2) an amalgamated publication comprising Onyx, Ignite, and Blackbird.

Summary of Portfolios

PRESIDENT

The President coordinates the **strategic plan** of the Society, providing support and direction to all subcommittees and events. The President is also the **public face** of the Society, liaising with the UWA Law School, the University of Western Australia, the legal community and other external organisations. This includes sitting on the Guild Education Council, the University Student Consultative Committee, working with other Student Law Societies in WA and nationally through the Australian Law Students' Association. The President must be available over the summer break to begin setting up the executive and wider committee, and to work on sponsorship.

ADMINISTRATIVE

The Administrative portfolio is responsible for the **'behind the scenes' management**, as well as the 'front of house' **social media** work of the committee. It is primarily comprised of the Administrative Vice-President and the Marketing Officers. The Vice-President is a combination of the traditional 'Secretary' and 'Treasurer' roles and is responsible for Blackstone's **finances**. This includes funding for Blackstone initiatives, assisting the committee with budgets, organising sponsorship over summer, and handling Blackstone's taxation and Incorporated Associations obligations. The portfolio also coordinates Blackstone's elections. The administrative side of the role primarily involves chairing meetings, and upkeep of meeting minutes and agendas.

CAREERS

The Careers portfolio is responsible for providing Blackstone's members with multiple **opportunities to engage with the legal industry**. As well as organising the Perth Law Careers Fair, the Mid-Year Careers Fair, various careers presentations with sponsor firms, the careers subcommittee also publish the Careers Handbook early in the year and maintain and update Blackstone's Firm Directory. The Blackstone Opportunities Facebook page is another initiative maintained by our careers team which provides a further avenue for legal industry participants to advertise positions and opportunities to our members. The Careers VP works on the Careers Handbook and helps with sponsorship over the summer.

COMPETITIONS

Blackstone's competitions portfolio is responsible for coordinating our **internal and external competitions**. Directors are traditionally appointed for Blackstone's internal competitions. The portfolio is required to ensure the competitions run smoothly; this often requires communicating with sponsor firms (who remain intimately involved in our competitions), judges, barristers, alumni and other volunteers. In addition, Blackstone sends delegates to compete in the Australian Law Students' Association Conference and we compete in intervarsity competitions.

EDUCATION

Blackstone's education subcommittee bridges the gap between law students and law staff to ensure **educational rights and responsibilities** are being promoted. The Education Vice-President sits on various Guild and Law School committees to ensure student academic issues are discussed and resolved in an appropriate manner. Blackstone's education portfolio is also responsible for organising the annual Dinner Debate or Cocktail Debate, a formal event where students and professionals are pitted against each other in a humorous debate.

EQUITY

The Equity portfolio also comprises the **Queer, Indigenous, Women's, Volunteering** and **Alternative Student Pathways** Representatives (for those studying the JD part time or as mature age students). The initiatives include the Women in Law Mentoring Scheme (WILMS), volunteering initiatives and publishing Ignite, Blackstone's **social justice and pastoral care**. In addition to running events, the Equity portfolio plays an **advocacy** role across the entire committee and in the Law School on issues related to equity.

PRELAW

The Prelaw portfolio serve as voices for those **not yet in the JD program** at UWA. They facilitate and coordinate a range of activities such as O-Day, prelaw competitions, prelaw academic mentoring, as well as social events throughout the academic year. The prelaw subcommittee works to ensure that UWA's undergraduate students remain engaged with Blackstone and the Law School, and assists that cohort with the process of becoming a law student at UWA.

SOCIAL

The Social portfolio involves the **coordination and planning of numerous events** on the Blackstone social calendar. These events include two Courtyard Shows, Cocktail Party, Law Ball, Final and First Year Dinners. The subcommittee work together liaising with various stakeholders, such as the Law School and the UWA Student Guild, to ensure the events come together. In addition to the Vice-President, social representative, and first-year social representative, the subcommittee also appoints the Ball Committee to assist in the coordination of the Law Ball.

WELLNESS

Blackstone's Wellness portfolio is concerned with the **mental and physical health and wellbeing of UWA's law students**. It runs multiple wellbeing initiatives throughout the year such as Blackstone's wellness weeks, the annual mental health quiz night, the 'You've Been Served' volleyball tournament. This portfolio also coordinates Blackstone's sports program, including our weekly interfaculty sports competition, yoga, as well as our involvement in the HBF Run for a Reason and City to Surf fun runs. The wellness team serve as vocal advocates for students' mental and physical wellbeing, promoting awareness, running campaigns and working with the UWA Law School.

For queries regarding any of these positions, send an email to president@blackstone.asn.au or, alternatively, reach out to the incumbent individual in each position. The 2018 Committee list is available from <http://www.blackstone.asn.au/the-2018-committee/>