

NTUSU HUMAN RESOURCE COMMITTEE



WHAT DO WE DO?

The Human Resource Committee (HRC) aims to foster cohesiveness and a strong identity within NTUSU. Our aim is to develop our Ussociates to their fullest potential so they may execute their duties in the most effective manner possible:

We organize activities such as

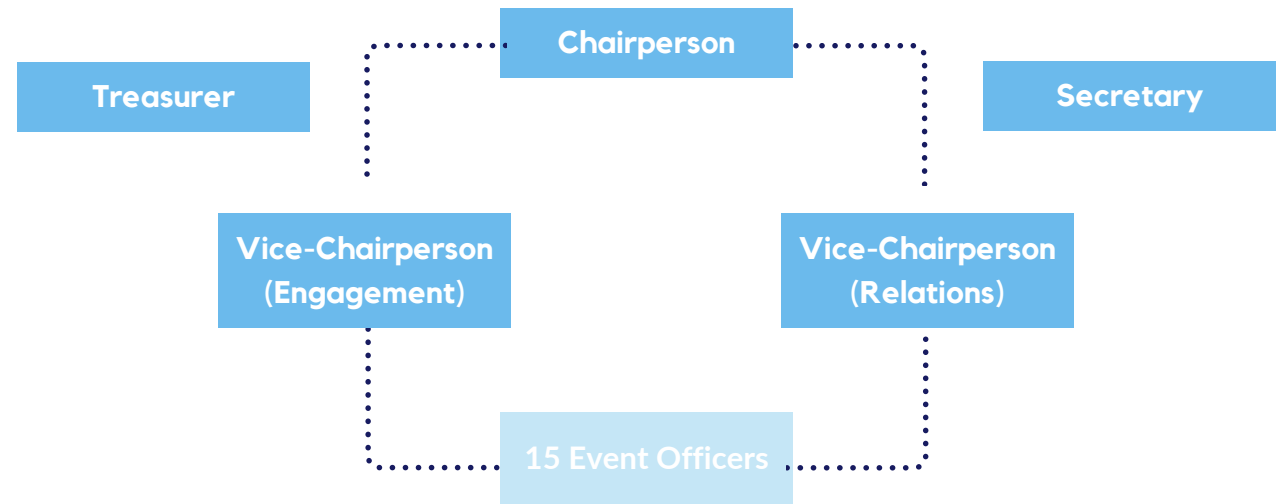
- Welcome Day
- Bonding Activities & Events
- Learning & Development Initiatives & Workshops
- Ussociate Appreciation & Awards
- Recruitment Drive
- Internal Communications
- Alumni Homecoming

HRC

KEY EVENTS



HOW WE WORK



All officers will get to rotate and experience various roles in different events throughout the year.

Chairperson

- **Oversee all matters** pertaining to the Human Resource Committee including the planning and execution of all initiatives/events
- Work closely with Vice Chairpersons and Chief of Staff towards the goal of engaging and motivating Ussociates

Treasurer

- Handles all **financial matters** pertaining to the committee including the distribution and reimbursements of funds
- Will also be involved in planning initiatives/events

Secretary

- Handles all **administrative duties** of the committee including handling meeting dates and recording meeting minutes
- Will also be involved in planning initiatives/events

Vice Chairperson

- Oversee all matters pertaining to your respective sub-division (**Engagement/Relations**) including the planning and execution of all initiatives/events
- Work closely with Chairperson and Chief of Staff towards the goal of engaging and motivating Ussociates

ROLES & RESPONSIBILITIES (LEAD COMMITTEE)

ROLES & RESPONSIBILITIES

Events Officer

- **Design** and **execute** initiatives/events
- Explore ways to **motivate, reward and incentivise** Ussociates
- Responsible for communication within the Union
- Maintains communication channels to keep Ussociates up to date with the Union
- Prepares internal communication write-ups

FREQUENTLY ASKED QNS

Must I have prior experience in Human Resource Management to join HRC?

Nope! As long as you are a team player who is interested in coming up with initiatives, activities, or events to engage and develop our Associates, we'd love to have you on board.

How is the commitment like?

They are held on a bi-weekly basis.

Will I be involved in every single HRC events/initiatives?

To spread out the workload, you will not be planning every single HRC event/initiative as an officer. However, lead committee members will be expected to oversee and manage all events/initiatives. Whatever your role is, there will be various learning opportunities that you can explore - engagement, bonding, internal communications, external relations, and more!

Will I have a chance to take on a leadership role within the committee?

Absolutely! Whether you hold a formal leadership position or not, you will have the chance to take charge, drive initiatives, and be an influential part of the committee's decision-making process.