

About Us

The Student Association at BCIT is a leading non-profit student-led organization committed to enhancing student life through advocacy and providing student-centered, responsive, and pro-active services. Considered one of the leading student associations in the province, we live our mission and are student-focused in all that we do. Students lead our organization and govern the affairs of the BCITSA. Our Council is composed of the Board of Directors, 12 elected Student Executives, and approximately 30 Student Councillors from each of the different Schools at BCIT.

BCITSA is committed to fostering a safe, inclusive, and equitable workplace culture that supports and promotes equity, respect, and accountability among employees and BCIT students. We strive to cultivate a community that recognizes equity and diversity as fundamental to achieving inclusive excellence in all our programs and services. The following values encompass how BCITSA upholds our vision and mission, and guide how we provide our services:

- We recognize the talent and unique perspectives, including seen and unseen qualities, people bring to our culture.
- We expect our workplace culture to be one that is inclusive, respectful, fair, and safe for the diverse people within our organization to be their most authentic selves.
- We advocate for flexibility, adaptability, and creative solutions to best meet the needs of our teams.
- We foster a workplace where clear communication, transparency, and accountability are prioritized.

What We Offer

- Gain leadership experience by proactively participating in BCITSA Council and committees and representing the students' voice in Council and committee meetings.
- Receive a meeting fee of \$55 per Council meeting they attend and participate in.
- Meals are provided at Council and committee meetings.
- A reference letter is available for active members on request at the end of the year.

Specialty Councillors commuting from specialty campuses to the Burnaby campus for in-person Council meetings are compensated for their mileage when an expense reimbursement form is submitted.

The Opportunity

Councillors are a primary line of communication with students and represent the student body. They bring student issues to the attention of the Council, Executives, committees, and BCIT. Councillors must adhere to the BCITSA Bylaws, student Policies & Procedures, and endorsed guidelines as representatives of the student body and the BCITSA. Councillors hold the Executive Board accountable through Council, and guide BCITSA in enhancing student life.



Council meetings are held on alternating Monday evenings on the Burnaby campus in SE2-324 (Council Chambers). In-person attendance is encouraged, but virtual attendance is available for Councillors not based on the Burnaby campus.

This is a volunteer position. The estimated time commitment is 4-6 hours per week during the academic year.

Responsibilities

- Attend all Council and General meetings and arrive on time. Absences, with reasonable cause, need to be submitted in writing prior to the meeting to their Chair/VP.
- Read the meeting package prior to Council meetings and propose changes/additions if required.
- Attend relevant Set Rep meetings as they are the direct communication channel to the community.
- Participate in at least one committee, as requested.
- Actively participate in meetings.
- Attend training session(s).
- Read, understand and act in accordance with the Constitution, Bylaws, and any regulations of BCITSA.
- Be willing to help organize and run extracurricular activities (i.e., school events, networking events, etc.).

About You

You're a student who's passionate about making a positive impact in the student experience at BCIT and want to be a voice for your peers. A successful Councillor has the following qualities:

- You're committed to representing your peers by actively listening to their perspectives and ensuring their voices are included in Council discussions and decisions.
- You approach your work with a collaborative mindset, engaging respectfully with others, contributing to constructive debate, and helping to build consensus.
- You communicate clearly and effectively, whether by articulating your ideas in meetings, asking thoughtful questions, or providing updates to the students you represent.
- You demonstrate dependability and accountability by preparing for meetings, attending regularly, and following through on your commitments.
- You show curiosity and a willingness to learn by engaging openly with governance, policy, and organizational processes, while also applying a critical lens to new ideas and perspectives.

Prior governance or leadership experience is an asset but not required. What matters most is your dedication to serving the student body and your commitment to ethical and respectful participation in Council.

How to Apply

[Apply through the Councillor Application Form linked here.](#)

Our goal is to be inclusive, diverse, and representative of the communities where we work while creating an environment where every person can enjoy success. This commitment applies to all candidates regardless of race, ethnicity, citizenship, creed, place of origin, religion, sex, gender identity, gender expression, sexual orientation, family status, marital status, disability, age, and any other protected characteristic. Requests for accommodation due to a disability or any other protected characteristic can be made at any stage of the recruitment process.

Councillor Allocation

Interest Group	Allocation*	Appointing Executive(s)
Business & Media	7	Chair, School of Business & Media
Transportation, Construction, & the Environment	5	Chair, Schools of Transportation, Construction, & the Environment
Energy	5	Chair, School of Energy
Health Sciences	5	Chair, School of Health Sciences
Computing & Academic Studies	1	Chair, School of Computing & Academic Studies
Downtown (B&M)	1	Chair, Downtown Campus
Downtown (C&AS)	2	Chair, Downtown Campus
Aerospace Technology Campus**	1	Chair, Specialized Transport Campuses
Marine Campus	1	Chair, Specialized Transport Campuses
Annacis Island Campus**	1	Chair, Specialized Transport Campuses
International	2	VP, Student Experience; and VP, Equity & Sustainability
Indigenous	2	VP, Student Experience; and VP, Equity & Sustainability
Student Housing	1	VP, Student Experience; and VP, Equity & Sustainability

*Numbers based on full-time student enrolment as of September 13, 2024.

**Specialty Councillors have additional responsibilities and receive a monthly honorarium of \$320 instead of the \$55 meeting fee. Please contact the Chair, Specialized Transport Campuses (chairstc@bcitsa.ca) for more information.

BCITSA respectfully acknowledges that the land on which BCIT's main campuses are located is the traditional and unceded territory of the Coast Salish peoples, specifically the shared traditional territories of the Səlilwətaʔ/Selilwitulh (Tsleil-Waututh), Skwxwú7mesh Úxwumixw (Squamish), and xʷ məθkʷəyə m (Musqueam) First Nations.



Bylaw References

7.1 Councillors shall be appointed as follows:

- (a) the students of the five (5) Schools and the ATC and DTC shall be represented on the Council on a basis of one (1) Councillor (not including Specialty Campus Councillors) for every three hundred (300) full-time Students, calculated based on enrolment figures as of September 15th of the relevant academic year, subject to the following:
 - (i) the final allocation shall be approved by the Executive Board, subject to any minimum requirements in these Bylaws;
 - (ii) prior to the approval by the Executive Board of the final allocation, Chairs may refer to the previous year's allocation when recruiting applicants;
 - (iii) any member of the Executive Board may, prior to the approval of the final allocation, propose that one or more allocations be adjusted based on rounding up to the nearest three-hundred (300) full-time Students, if it is reasonable to do so and if approved by the Executive Board;
- (d) each Councillor representing a School or Specialty Campus shall be selected by their respective Chair and is accountable to them;
- (f) it is intended that the selection of Councillors, if possible, reflect the make-up of students within the School or Specialty Campus from which they are chosen;
- (g) all Councillors must be Members in good standing of the Association and must meet the applicable criteria for their position:
 - (i) a Councillor appointed to represent a School shall be enrolled in at least one course from that School;
 - (ii) a Councillor appointed to represent a Specialty Campus shall be enrolled in at least one course delivered at that Campus;
 - (iii) a Councillor appointed by the Chair of the School of Computing and Academic Studies or by the Chair of the School of Business + Media shall be enrolled in at least one course delivered either at the Burnaby campus or online;
 - (iv) the Housing Councillor shall live in on-campus housing at BCIT;
 - (v) the Indigenous Student Councillors shall be students registered with BCIT as Indigenous students;



- (vi) the International Student Councillors shall be students registered at BCIT as international students; and
- (vii) if any Councillor appointed to represent a School or Specialty Campus is enrolled in co-op during their term, their eligibility shall be assessed on a case-by-case basis by the Chair responsible for appointing them;

7.2 Councillors shall be appointed in accordance with Bylaw 7.1, and shall:

- (a) be entitled to participate fully in all Council meetings;
- (b) provide direct communication between the Council and their respective Schools or Specialty Campuses, as applicable, and the community (i.e. students, faculty, and staff);
- (c) attend all Council meetings and be willing to sit on at least one Association or BCIT committee as requested;
- (d) receive a meeting fee for each Council meeting attended;
- (e) read, understand and act in accordance with the Constitution, these Bylaws and any regulations of the Association;
 - (i) failure by a Councillor to abide by the Constitution, these Bylaws and/or any regulation of the Association shall lead to a verbal warning, followed by a written warning, before being terminated from the position of Councillor by and at the discretion of the Executive responsible for such Councillor's appointment;
 - (ii) serious offences by a Councillor are subject to immediate termination at the discretion of the Executive responsible for such Councillor's appointment; and
- (f) attend all General Meetings of the members.