

The ANU Observer

Team Regulations

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1. General

1.1. Nature

- 1.1.1. These Regulations are the Team Regulations of The ANU Observer Incorporated.
- 1.1.2. These Regulations are formed in accordance with section 3 of the Constitution to govern the Teams which exist and their responsibilities.
- 1.1.3. All terms used in this Policy have the meaning given in the Constitution, unless the contrary intention appears.

2. Teams

2.1. The Editorial Team

- 2.1.1. In accordance with section 9.2.1 of the Constitution, there shall be an Editorial Team.

2.2. Additional Teams

- 2.2.1. The following Teams shall exist in addition to the Editorial Team:
 - a) The Visual Content Team;
 - b) The Web Team; and
 - c) The Finance Team.

3. Responsibilities

3.1. The Editorial Team

- 3.1.1. The Editorial Team shall be responsible for the selection, production, and publication of written articles.

3.2. The Visual Content Team

- 3.2.1. The Visual Content Team shall be responsible for producing content for Observer in media forms which are not written articles.
- 3.2.2. The Visual Content Team's responsibilities include:
 - a) Photography
 - b) Livestreaming; and
 - c) Video production

3.3. The Web Team

- 3.3.1. The Web Team shall be responsible for the design and maintenance of Observer's website.
- 3.3.2. The Web Team shall be responsible for the upkeep of Observer's email and cloud storage systems.

3.4. The Finance Team

- 3.4.1. The Finance Team shall be responsible for maintaining Observer's finances and responsible financial management, including through:
 - a) Presenting a Budget to the Board;
 - b) Tracking expenditure;
 - c) Reporting on Observer's budgetary position to the Board and General Meetings; and
 - d) Co-ordinating Observer's annual audit.
- 3.4.2. The Finance Team shall also work with the Board to produce Observer's bids for Student Services and Amenities Fee funding.

4. Interim Measures

4.1. Application

- 4.1.1. The following provisions apply to Executives and Officers whose terms begin on 1 December 2019.
- 4.1.2. The following provisions take effect on 1 December 2019.

4.2. Elections

- 4.2.1. Executives being elected before 1 December 2019 for terms beginning on 1 December 2019 shall be elected under the Electoral Regulations as at 14 October 2019.

4.3. Executives

- 4.3.1. The individuals elected as News Editors shall be Editors.
 - a) The Editors will form the Editorial Committee and lead the Editorial Team.
- 4.3.2. The individual elected as Treasurer shall be the Finance Executive.
- 4.3.3. In the event that one individual is elected as Visual Content Executive, that individual shall choose to be either the Web Executive or the Visual Content Executive.
 - a) Whichever Executive role is not filled by the Visual Content Executive shall be treated as a casual vacancy.
- 4.3.4. In the event that two individuals are elected as Visual Content Executives, one shall be the Visual Content Executive and the other the Web Executive.
 - a) The individuals shall decide amongst themselves who will fill what position.
 - b) In the event that the individuals are unable to reach a decision, the Board shall decide which individual will fill each position.

4.4. Officers

- 4.4.1. Executives shall decide which Team(s) each Officer belongs to.
 - a) Executives shall inform Officers who are part of their Team of their Team membership as soon as reasonably practicable.

- 4.4.2. Unless otherwise decided, the following shall automatically apply:
- a) Officers who are Reporters shall be part of the Editorial Team.
 - b) Officers who are Photographers shall be part of the Visual Content Team.
 - c) Officers who are Videographers shall be part of the Visual Content Team.
 - d) Officers who are Web Assistants shall be part of the Web Team.