

SCHOOL REPS

WHAT'S IT ALL ABOUT?!

School Representative Responsible to: *Our Students Officers & our Student Voice Coordinator*

Representatives play a crucial role in improving the student experience. They act as the point of contact between all Course Representatives in their Directorate, or Subject Group, and their Head of School.

They also liaise with their Sabbatical Officer to ensure that student issues and concerns are raised and dealt with at an appropriate level when they fall outside of the School's scope.

They work in partnership with senior staff to ensure the department is listening to, and acting on, student feedback to deliver an excellent student experience. Attend various meetings such as Fitness to practice panels, School Learning and Teaching Committees etc

This is a voluntary and unpaid role. Attendance at various University and Union meetings during term time would be expected as well as regular time spent listening and talking to students both face to face and online.

While the time commitment is variable dependent on the time of year, an average commitment of 2 hours a week is expected.

A few key responsibilities of the role:

- Collating the feedback from Course Reps on their experience, face-to-face & online.
- Working with other School Reps across Directorates to represent students' views to the Union + University and seeking to improve student life.
- Attending relevant meetings with University staff to discuss feedback on behalf of the Directorate.
- Taking part in quality enhancement, reviewing current courses and making recommendations for change.

As part of this role you will gain access to training opportunities, and will be supported in developing the following skills:

<i>Communication</i>	<i>Listening</i>	<i>Negotiation</i>	<i>Confidence</i>
<i>Public Speaking</i>	<i>Problem Solving</i>	<i>Leadership</i>	<i>Project Management</i>
<i>Research</i>	<i>Critical Thinking</i>	<i>Teamwork</i>	<i>Networking</i>