Faculty Representation Recruitment Guidance

Overview:

The following is guidance regarding recruitment for Faculty Representatives in the 2018/19 academic year. If you have any questions regarding Faculty Representatives please get in touch at: scott.dawson@sheffield.ac.uk

What are Faculty Representatives:

Faculty Representatives are Academic Representatives who are elected or nominated by their fellow Academic Reps to represent their department to the Faculty and in some instances the Students’ Union and University more generally. Their main role is to attend Faculty Committees and report back to the department. Faculty Representatives receive additional training and support from the Students’ Union and Faculty.

How are they recruited?

We ask that Departments recruit their Faculty Representative and inform the Students’ Union of the successful candidate.

How many Faculty Representatives can there be per department?

- A maximum of 4: 2 UG, 1 PGT, 1 PGR.
- A minimum of 1.

Suggested Recruitment Process:

- Following recruitment of your Academic Representatives it is suggested a Faculty Representative is elected or appointed at your first Student Staff Committee (SSC) of the year. This should be roughly late October. The appointment of a Faculty Representative should be highlighted in advance of the meeting.

- If this is not possible a suggested approach is to ask that the Academic Reps meet amongst themselves and nominate a Rep(s) to become a Faculty Rep(s) and to inform you of the outcome.

- Once selected, the e-mail and name of the Faculty Representative must be shared with the SU academic representation co-ordinator ASAP at: scott.dawson@sheffield.ac.uk