**Education Officer**

**Job Description**

**Salary:** £18,940 (TBC by SU Council)

**Purpose:** To lead the representation of students’ views, interests and needs in relation to all educational matters. In particular, to:

- Represent student interests to create change on all relevant education issues
- Develop and support an effective structure of academic representation
- Lead campaigns on relevant on all relevant education issues

**Dates:** June 2019 to July 2020.
Includes a weekend residential in late June 2019 as part of your induction.

**Who can stand?** Any current student (see full T&Cs for full details).

**Other info:** All elected officers also become Trustees of the SU. Candidates must meet criteria for trustees (e.g. not be bankrupt). See point 5 of the full T&Cs

**Specific responsibilities**

**Represent student interests to create change on all relevant education issues**

- Represent students on educational and teaching quality issues.
- Represent students at strategic groups relating to learning and teaching or academic quality, including the University’s Learning & Teaching Committee.
- Working with the Student Advice Centre, ensure students are well supported on academic matters and that issues are identified and acted upon.

**Develop and support an effective structure of academic representation**

- Oversee the recruitment, training and work of Academic Reps and any other student leadership roles that influence education planning or delivery.
- Support the Education Committee and Postgraduate Students’ Committee by promoting participation in both committees and being an advocate for their issues in wider SU or University discussions.

**Lead campaigns on relevant on all relevant education issues**

- Working with others, campaign on education issues, and issues of learning and teaching quality, with the aim of enhancing academic life for students.
- Lead the SU’s work on higher education policy, working and campaigning with other Officers, students and relevant staff members.

**Shared responsibilities (all officers):**

- Be an active member of the Student Executive Committee (SEC), overseeing SU direction and student representation as a whole.
- Oversee SU policies and how they are turned into action.
- Campaign for the rights and interests of students, locally or nationally.
- Uphold the SU’s democratic processes, including by upholding decisions taken by Referenda and by reporting to SU Council on progress and key issues.

You can find a full description of responsibilities for all Officers in Bye-Law 4 of the Constitution.