

Faculty Representative (Undergraduate) Role Profile

Faculty Representatives (Faculty Reps) are the elected lead academic representatives for their Faculties. As student leaders in the Students' Union Education Network, they represent all undergraduate students within their Faculty, and are responsible for bringing student voice into Faculty discussions and decision-making and communicating decisions and information back to students.

Faculty Reps connect the Faculty to both the Students' Union and SU Education Officer, driving change initiatives to have the greatest positive impact on student experience. Faculty Reps will receive continual support from staff in both Faculty and SU staff in addition to an extensive training and development programme provided by the Students' Union.

Faculty Reps are critical student leaders at Nottingham and are the heart of the academic representation partnership between the Students' Union and the University of Nottingham.

Core Responsibilities

Throughout the academic year, Faculty Reps will:

- Drive Faculty initiatives and policy developments to improve the student experience
- Represent student voice at the Faculty's Teaching and Learning Board (TLB) and Education and Student Experience Board (FESEB)
- Engage and support Education Reps to be effective and empowered in their roles
- Lead and galvanise the Education and Course Reps within their Faculty
- Coordinate with and feedback regularly to the SU Education Officer
- Chair and create agenda for termly SU Faculty Forums
- Contribute to Education Network policies and proposals at termly SU Academic Councils
- Maintain regular contact with relevant Faculty and SU staff
- Attend meetings of the Education Network Committee

Additional Opportunities

Faculty Reps can engage in optional wider representative activities such as:

- Becoming a University Senator to debate and discuss University-level academic policy
- Contributing to the development of the Education Network
- Contributing to various Faculty or University working groups and boards

Time Commitment: approx. 15-20 hours per mont (term time only)

- Please note: moderate flexibility, including some evening meetings, will be required

Skills and Experience:

	Essential	Desirable
Experience	Previously a Course Rep or Education Rep	N/A
Skills	Leadership, written and verbal communication, teamwork, organisation and planning, time management	People management, speaking publicly, networking, problem-solving, delegation, negotiation