



University of Bath Students' Union Academic Representation

This opportunity profile is designed to give you an idea of what your role as Faculty/School Representative would involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: Undergraduate Faculty/School Representative	Department: Academic Representation (within the Students' Union)
Duties and Responsibilities: <ul style="list-style-type: none">* Attend Boards of Studies or Faculty/School Learning, Teaching & Quality Committee within Faculty/School and represent views of Academic Representatives and students within the Faculty/School.* Attend briefings and debriefings with the Students' Union prior to and after Boards of Studies or Faculty/School Learning, Teaching & Quality Committee.* Attend Academic Executive Committee meetings and report back on Faculty/School issues.* Attend Taught Academic Council and chair and/or take minutes at Faculty Wide Academic Council sessions.* Liaise with Academic Representatives within the Faculty/School to support, inform and represent issues raised at departmental level, and gather opinion through regular meetings, emails or other forms of communication.* Regularly liaise with the Students' Union Education Officer and Students' Union Staff on issues raised.* Lead and support running of Academic campaigns and research throughout the year.	Time Commitment: <p>Board of Studies or Faculty/School Learning, Teaching & Quality Committee (approx. 1 per month), Academic Executive Committee meetings (approx 10 per year), Taught Academic Council (once every three weeks – approximately 8 per year).</p> <p>In addition, time also should be set aside to liaise with Academic Representatives, Faculty/School staff members, Students' Union Education Officer and other Student Union elected officials as well as relevant Student's Union staff.</p> <hr/> Venue: <p>No single venue, but supported through the Advice and Representation Centre (Level 3, The Student Centre).</p> <hr/> Supported by: <p>SU Education Officer, Representation and Research Manager, Representation Co-ordinator, Postgraduate and International Co-ordinator and Academic Representation Administrator</p>
Opportunity: <ul style="list-style-type: none">* Oversee effective academic representation within Faculty/School. Each Faculty/School has 2 undergraduate faculty rep positions.	Benefits: <p>Training provided, enhances your CV and offers experience of representing the interests of a large group at a Faculty/School level. You will experience working with a diverse group of colleagues towards common goals, developing a depth of understanding of relevant issues and the confidence and skills to achieve these goals.</p>
Training and support: <p>Faculty Representative Training and support from your Department and the Students' Union.</p>	

Skills Gained: Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)

Written Communication	✓	Teamwork	✓	Financial Management	
Verbal Communication	✓	Time Management	✓	I.T.	✓
Delegation	✓	People Management	✓	Organisation/ Planning	✓
Decision Making	✓	Negotiation	✓	Marketing	✓

Others (as specified below):

Meeting skills, paper management, structural knowledge

For further info contact:

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