



HOPESU

Job Description :

VP Education





About us

Liverpool Hope Students' Union's primary objective is to make positive change for our students. We achieve this by representing your views, needs and concerns to the University, the National Union of Students and the Government. We're here to offer advice on a variety of issues from academic matters to housing, as well as giving you the opportunities to do what you love doing, through our clubs, societies, sports teams and forums.

Liverpool Hope Students' Union is a democratically governed organisation. This is done through our Constitution and relevant By-laws

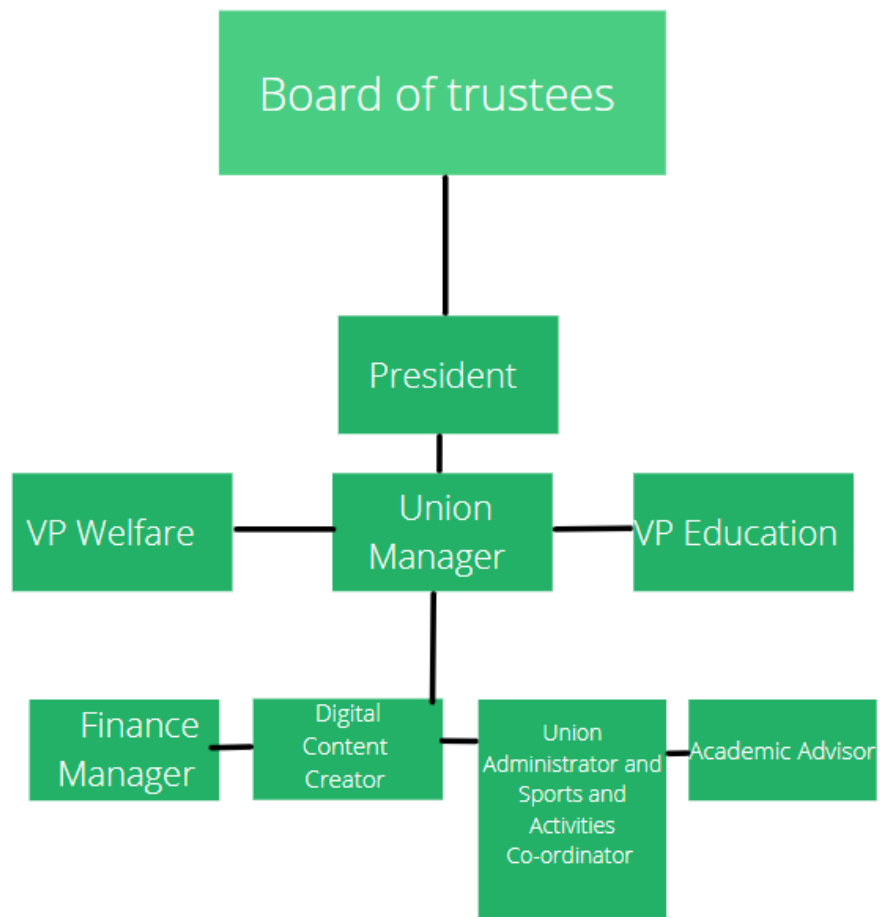
- Lead a demonstration against spiking in the City Centre



- Organised Black History Month Activities



- Freshers' Fair and Hope Star Awards



Responsibilities:

Each Sabbatical Officer has two related roles they must fulfil:

- 1. President or Vice President:** acting as a leader and representative of students. This often involves working with other organisations, such as the College, to make sure they make decisions in the best interests of students.
- 2. Trustee:** sitting as a member of the Students' Union's Board of Trustees (in the case of the President – chairing it), which oversees the strategic direction, financial stability and legal/reputational risks of the organisation.

The role of each Sabbatical Officer carries with it different responsibilities. You can read more about the specific duties of each position in the detailed job description below, but they all share broad duties.

>> AS A PRESIDENT OR VICE PRESIDENT

- Represent student views to the Students' Union, University and external stakeholders.
- Contribute to, and influence the University's strategy both through committee activity and more informal meetings with key staff, to ensure that student interests are effectively represented.
- Work closely with the other Sabbatical Officers on priority campaigns.
- Lead and facilitate student engagement working with Diversity Groups, Sports and Societies.
- Provide support for and help organise student-led campaigns on campus.

>> AS A TRUSTEE

- Ensure the Students' Union has a focussed strategy and is working towards clear targets.
- Ensure the financial stability and sustainability of the organisation.
- Ensure the organisation complies with its constitution, relevant charity law, and other pieces of legislation such as the Education Act 1994.





Details:

Position: Sabbatical Officer Trustee

Start date: 1st July 2022

Hours of work: Full-time, working 35 hours per week Monday – Friday (with commitment required to work outside regular working days on occasion as required)

Contract: Fixed term contract starting on 1st July 2022. End date TBC (with option to stand for one further year)

Induction: 24th June then 27th-30th June 2022 (compulsory)

Salary: £19,133.00 per annum

Benefits:

- 22 days holiday, plus bank holidays and an extra 7 days off at Christmas)
- Pension scheme
- Opportunity to develop key leadership and negotiation skills, whilst acting to deliver positive impact on the experience of students.
- Role specific learning and development opportunities

>> THE VP EDUCATION WILL:

- Be overall responsible for matters relating to education, teaching quality and the learner experience.
- Be responsible for developing the academic representation structure at the University, embedding it within the Students' Union's own democratic structures.
- Be (jointly) overall responsible for developing the Union's work supporting student groups, with specific responsibility for academic societies.
- Attend and contribute to all Board and Sub-committee meetings as required.
- Attend Academic Committees of the University.
- Attend University led meetings, and other appropriate committees of the University relating to the wider student experience.
- Organise and facilitate the running of the Course Representative system
- Be part of the disciplinary panel for student misconduct and oversee discipline and complaints
- To adhere to any other requirements as per the 1994 Education Act.
- All other SU duties as required

HOW TO APPLY:

Please visit our website elections page at

<https://www.hopesu.com/main-menu/student-voice/elections>

in order to apply for any position at the Students' Union.

KEY DATES:

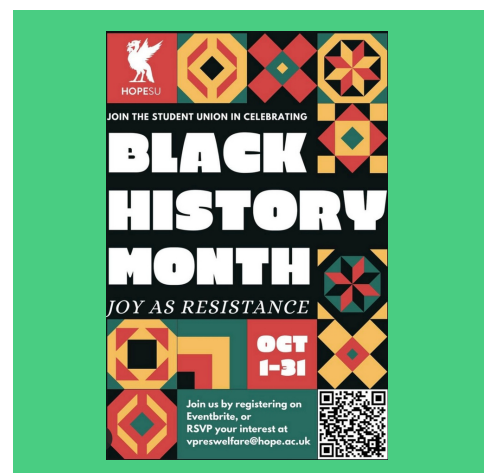
18/01/2022 - Nominations Open

28/02/2022- Nominations Close

09/03/2022- VP Education Hustings

14/03/2022- Voting Opens

18/03/2022- Voting closes - announced @ 5pm



Contact us

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