

## **The Student Representative Role and Responsibilities**

### **The Role**

1. Represent the views of students at College and Programme level and feedback to Vice President of Education and other students the outcomes of discussions.
2. Build relationships with key staff within the College and with the Students' Union, providing specific information about student issues and concerns.
3. Actively promote student participation in action focused student engagement/ quality enhancement activity.
4. Attend College Learning and Teaching or Research committees, and SU Senate.

### **The Responsibilities**

1. Be the student voice on the College Learning and Teaching Committees/College Research Committees.
2. Gather views of students in their college through liaison with course reps, and other students.
3. Attend Students' Union meetings, training, and relevant committee meetings.
4. Involvement in promoting Leadership elections and relevant Students' Union campaigns and activities.
5. To feedback discussions and decisions from college meetings to students in the college and the Students' Union.
6. To assist the University and the Union in the promotion of the National Student Survey and with preparations for the QAA audit process and other visits from external bodies relevant to the College (when appropriate) and any other relevant activities relating to student feedback.
7. Assist in training sessions with Vice President of Education in term 2 and possibly term 3.
8. To provide students with feedback from the University regarding issues raised at SSCs
9. To be proactive in taking steps to represent adequately all students, including those who are based for significant periods of time off campus.
10. To act as a representative to all students equally and without prejudice.
11. To participate in appropriate training relevant to the role.