

## Faculty Representative (PGR) Role Profile

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

Faculty Reps connect the Faculty to the Students' Union, SU Postgraduate Officer and SU Education Officer, driving change initiatives to have the greatest positive impact on PGR 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 PGR student experience
- Represent student voice at student-staff PGR committees and forums
- Engage and support PGR Course Reps to be effective and empowered in their roles
- Coordinate with and feedback regularly to the SU Postgraduate Officer
- Co-chair and contribute to 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, boards and committees

**Time Commitment:** approx. 12-16 hours per month (term time only)

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

### **Skills and Experience:**

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