



Faculty Representative Role Description

Faculty Reps have responsibility for representing students at Faculty level and working closely with Subject and Course Reps. This is a fantastic volunteer role at Hull University Union and a great opportunity for someone with lots of drive, initiative, and determination to play a vital role in student representation. Faculty Reps work with senior staff in the University, and also have a seat on Union Council, enabling them to have a say in Hull University Union governance and policy.

Aim:

The Faculty Rep will support, inform and direct Subject Reps and Course Reps within their Faculty by offering guidance and leadership, while assisting in the enhancement of academic practices by providing crucial feedback to the University and Hull University Union. Faculty Reps will represent the student voice at Faculty level and will have major input into the direction and quality of education at the University.

Key Responsibilities:

- Attend Hull University Union Faculty Rep training
- Represent the views of students within the Faculty
- Hold regular meetings with Subject Reps to gather feedback, provide information updates, and motivate and support them in their role
- Meet regularly with your Faculty's Associate Dean for Student Experience
- Attend Faculty Education and Student Experience Committee
- Build a strong relationship with fellow Faculty Reps, Subject and Course Reps within the Faculty, Faculty staff, and Hull University Union staff
- Attend and contribute to the Education Zone (once every two weeks), Union Council (6 per year)
- Contribute to quality procedures at the University. Two members will sit on Senate.
- Be a visible presence within the Faculty (Social media/notice boards etc.)
- Attend Course Rep Forums – 5 per year (optional)
- Attend relevant Student-Staff Forums throughout the year (optional)

Skills and Experience You Could Develop:

- People management
- Leadership
- Lobbying the University for change
- Decision-making
- Networking with senior members of University staff
- Event Organisation
- Chairing Meetings

Benefits:

- Develop transferable employability skills
- Be part of a dynamic and engaged team
- Improve academic standards and the teaching for thousands of students in your Faculty
- Influence University and Union policy and decision making
- Opportunity to be part of Hull University Union-led campaigns to improve students' learning experiences
- Voting member of Union Council
- Receive one-to-one support from the President of Education and Education Co-ordinators
- Receive a Faculty Rep goody bag
- Receive a Hull University Union 10% discount card
- Be eligible for awards at the annual HUU Awards
- Develop your knowledge of the Higher Education sector
- Develop professional working relationships with senior members of University staff

Person Specification

	Essential	Desirable
Passion for representing students and improving the quality of education within your Faculty	✓	
Desire to learn about University structures and procedures, and to listen to a variety of opinions	✓	
Committed and willing to dedicate the necessary time to the role	✓	
Excellent communication skills (verbal, written and listening)	✓	
Be a registered student at University of Hull for 2018/19 academic year and be a full member of Hull University Union	✓	
Ability to take initiative		✓
Leadership skills		✓
Effective time-management		✓
Relevant experience of leading and engaging with other students, e.g. as a Course or Subject Rep, Ambassador, Society or Club President etc.		✓

Expected Time Commitment:

On average you will spend between 6-8 hours a week in this voluntary role. Some weeks will be more demanding than others.



How to become a Faculty Rep:

To become a Faculty Rep, you will first need to complete an application form expressing why you consider yourself to be suitable for this role. Shortlisted candidates will be invited to attend an interview with Hull University Union and the highest-scoring candidates at interview will be appointed as Faculty Reps.

Applications to be a Faculty Rep for the 2019/20 academic year are open now. Please [fill in this application form](#) before the deadline of **Wednesday 1st May 2019**.

To find out more, please contact hUU-representation@hull.ac.uk