

**Job Title:** Vice President Education of The University of Stirling Students' Union  
**Salary and Benefits:** £18,407.12 pro rata, 28 days holiday pro rata.

**Job purpose:** They will be an equal member of the Union's Sabbatical team responsible for representing and championing the rights and views of all students at the University of Stirling, being a Trustee of the Students' Union, attending various Union and University meetings, and furthering and shaping the Union's Strategic Plan.

## Areas of Work

- Be responsible for representing students on all academic matters to the University and other such bodies as appropriate.
- Plan, develop and implement education related campaigns, events and materials to better the students' experience of students at Stirling.
- Work in collaboration with Union officers, staff, external bodies and the University to continually develop and support an effective Faculty Officer and Module/ Programme representative network to ensure student engagement in the enhancement of the learning experience at Stirling.
- Engage, empower and campaign for students in order to enhance the quality of their teaching and learning experience.
- Identify themes and oversee casework that the Union undertakes.
- As a Trustee of the Union to adhere to the expectations and rules in relation to being a trustee, which can be found [here](#).
- Ensure the implementation of, and adherence to, an effective Equality, Diversity and Inclusion policy.
- Ensure the Union and its services and publications are accessible to all students.
- Coordinate the work of the Union and executive council in setting yearly strategic goals and objectives aligned to longer term strategic plans agreed with the Union management and the student body.
- Work with the Chief Executive, to assist in the implementation of the Strategic Plan.
- Provide the overall political leadership of the Union.  
Hold standing policy as a binding document and effectively carry out its mandates.
- Lead on policy development and implementation of the Union policy on academic matters and education.
- Engage with national education agencies on areas of policy development and implementation.
- Familiarize themselves with, and ensure adhere to appropriate operational policies, including staff student protocol, health and safety and financial procedures.
- To attend all appropriate training events and conferences to ensure familiarity with their role and current issues affecting students.
- To attend the annual and general meetings, executive council, Union committee meetings and all other meetings relevant to their role.

## Relationships:

### Internal:

- Chief Executive
- Sabbatical Officers
- Executive Part-Time Officers
- Democracy & Representation Coordinator
- Union staff

### External:

- Vice Chancellor and Senior Managers of the University of Stirling
- University of Stirling Division and Faculty Staff
- National Union of Students
- External Governing Bodies

**Meetings:** Academic Council, Executive Council, Union Trustee Board, Union Steering and Subgroups (Equalities, Sustainability, HR), University and Union Policy and Planning Meetings, ELIR, Academic Quality Meetings, Faculty Officer Meetings, and more.

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## Benefits of the Role:

- Gain an in-depth knowledge of the workings of The Students' Union and University.
- Can be taken as a year out of studies or a job straight after finishing your degree.
- A competitive salary.
- Training and personal development opportunities tailored to the individual role.
- Gain experience of leading, developing and supporting campaigns for change.
- Practical real-life experience.
- Develop leadership skills and gain experience of leading an organisation.
- Documented on your academic transcript.
- A reference for future employers

## The Students' Union- what do you need to know?

### **We are a democratic membership led organisation**

The Students' Union is a democratic membership led organisation, which means we are run by students for students. This means all the Officer positions that students hold are elected. Elections are nothing to be scared of, and we will ensure you are supported through them. If you are successfully elected to the role, you would be part of the student leadership team and The Students' Union will actively listen to you in order to ensure everything we do is for students and what students want.

### **We run a number of services and opportunities for students**

The Students' Union runs several services and opportunities for students, from academic representation to sports and societies, cafés, a bar and shop, the Students' Union is here to encourage students to join in, speak up and be more.

### **We actively listen to the voice of student leaders**

As a Sabbatical Officer, you will be involved in the most important decisions the University makes. The significance of being the figurehead of an organisation representing 14,000 students also opens doors to work with many other important figures. With this level of influence comes the responsibility to engage the student population and find out the issues that matter to them most. Lobbying, campaigning, surveying, researching, relationship building, negotiating and networking are just some of the tactics you will use and skills you will develop to achieve student goals.

### **We train, support and provide opportunities for our student leaders**

As an elected Student Officer, you will receive training and support from The Students' Union about your role. The training will include expectations of the role, how to communicate effectively, how to get the most out of the role, support available and how to use the skills you will develop.

### **We have a team of staff here to support student leaders**

The role of staff members is to help ensure the running of The Students' Union, responding to students' needs and aspirations. From finance, HR, societies, sport, democracy and representation, environmental, communications and events, to the Chief Executive, these staff members can help you be successful in your role. You can contact them via email or arrange a meeting in one of The Students' Union offices to meet them.

### **We are working towards the future Union Strategy**

The Students' Union is currently working towards future Union Strategy Plans and your role is an integral part of the strategy, ensuring everything we do is student led and driven.

