



# SO 3001

## STANDING ORDER GOVERNING THE POST OF PRESIDENT OF EDUCATION

### Interpretation

These Standing Orders shall be read in conjunction with the Articles, Bye Laws and the relevant Standing Orders of Hull University Students' Union and shall be interpreted accordingly.

### Election

The President of Education shall be elected in accordance with Hull University Students' Union election regulations.

## JOB DESCRIPTION

Role: President of Education (Sabbatical Trustee)

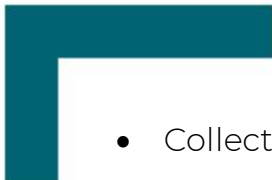
Salary: £19,554.00

Hours of work: 37 hours per week

Annual leave: 27 days, plus bank holidays and concessionary days. (See employment contract for details)

### General Responsibilities:

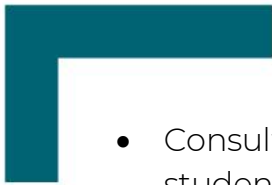
- Embrace the values of HUSU and be a positive change agent for Students. Engaging with Students and encouraging participation;
- To serve on the Board of Trustees as a Sabbatical Trustee;
- Be responsible for and take an active role in Union strategy, strategic planning, development, and researching best practice;
- Uphold and abide by the Articles of Association and the Byelaws and policies of the Union;
- Understand and act on political and governmental changes within Higher Education and how these impact Students;
- Submit reports/presentations as and when required, or when requested to do so, to governance and general meetings of the Students' Union, Union Council and the University;

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- Collectively assume the tasks of fellow Presidents in their absence;
  - Undertake necessary training as determined by the role;
  - Work with the Membership services team to ensure training for Students volunteers including part-time elected officers is relevant and effective;
  - Maintain good working relationships with fellow Presidents, HUSU staff team and Volunteers of HUSU;
  - Carry out other reasonable duties, as required by the Board of Trustees and/or the Union Executive Committee (UEC);

### Responsibilities set out under the President Competency framework (P.A.R.T).

#### Portfolio:

- Be responsible for and take an active role in leading the Education Zone and supporting Faculty Reps, Deputy Faculty Reps, Postgraduate Faculty Reps and Course Reps;
- Lead on the recruitment and appointment of Faculty Reps, Deputy Faculty Reps, Postgraduate Faculty Reps and Course Reps;
- Be responsible for and take an active role in all issues pertaining to academic representation within the Union, except for dealing with individual casework;
- Be responsible for and take an active role in organising the Education Zone Open Meetings and Education Zone meetings;
- Be responsible for and take an active role in the development, implementation and revision of academic strategy within the Union;
- Working with the President of Inclusivity and Diversity as co-lead and representative with responsibility for the University's efforts to reduce the awarding gaps within UoH;
- Understand the quality metrics, including but not limited to programme level feedback, module level feedback, the National Student Survey (NSS), and support the University to use these to enhance the student experience;

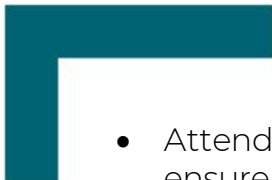
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- Consult with the student body on education issues that affect students on a local and national level with reference to changes that could impact upon them;
  - Work with the President of Activities to ensure the integration of the Academic Representation system and Academic Societies, to the benefit of all Students;
  - Be the lead representative for HUSU's strategy concerning the National Student Survey (NSS) and response to the Teaching Excellence Framework (TEF), Hull Student Survey (HSS), Postgraduate Taught Experience Survey (PTES), Postgraduate Research Experience Survey (PRES);
  - Support the growth and development of academic societies with the President of Activities;
  - Be the lead representative on data collection and analysis for internal and external surveys including, but not limited to, the NSS, HSS, PTES, PRES, TEF.

#### Activism:

- Lead on campaigns in the interest of the role of HUSU in general, locally, regionally, nationally, internationally;
- Participate in a minimum of 12 hours of consultation with Students per month;
- Work collectively with the President team to support Students wishing to make change, using "your ideas" or other means;
- Create accessible opportunities for Students to be actively involved and engaged in campaigning for change;
- Support Part-time Officers in their roles, and with their projects;

#### Representation:

- Be responsible for representing the Student voice and Students' interests to the University of Hull and Hull University Students' Union;
- Improve engagement with collaborative partners, both nationally and internationally;

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- Attend a range of governance, strategic and operational meetings to ensure Students are represented at all levels within the University and HUSU;
  - Hold ex-officio membership of all Union committees;
  - Work with the Student Voice team, to be responsible for and take an active role in democratic policy implementation;
  - Liaise and where required negotiate with the University alongside the President team;

#### Trustee:

- Work within the terms of the Trustee/Director Code of Conduct at all times;
- Consider the needs of the whole charity at all times;
- Ensure that Hull University Students' Union complies with all legal and regulatory requirements;
- Work collectively as part of HUSU's Board of Trustees alongside Students and External Trustees;
- Safeguard and protect the assets of the Charity;
- Complete the mandatory Trustee induction and training programme at the commencement of office;

#### Finances:

##### **The President of Education shall be;**

- Responsible for overseeing the Education zone budget working with the Membership services team.
- Responsible for President of Education budget in line with the Financial Delegations Framework.
- A signatory in the capacity as a Trustee as set out in the Financial Delegations Framework.

Most recently ratified at the Union Development Zone on 4<sup>th</sup> March 2021