

VP EDUCATION (SABBATICAL OFFICER)

Hull University Union.

HUU is a charity, helping students during their time at university to create change, gain new skills, access help and support when needed and – most importantly – have a great time! All of the profit we generate through our commercial services goes straight back into the student experience here.

Our mission statement is to enhance the lives of every person studying at the University of Hull by:

- Bringing you together;
- Offering you opportunities to develop;
- Representing and empowering you to make change.

HUU is run by students for students to ensure students studying at the University of Hull gain valuable life skills as well as the best education possible – and you can be a part of this.

Core Purpose.

The Vice President Education shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. The Vice President Education shall be responsible for the academic welfare, support and representation of students at the University of Hull. The Vice President Education is head of the Education Zone and is to liaise with its officers on a regular basis.

Description of Specific Duties.

The Vice President Education is required to spend time on the Scarborough Campus when appropriate for relevant projects; and must liaise with the Vice President Scarborough and the Education Zone members on Scarborough Campus.

In representing HUU's members the Vice President Education shall regularly report on progress through media with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- a) Liaising with the University of Hull on behalf of all its enrolled students.
- b) Heading the Education Zone in accordance with the relevant Byelaws and Standing Orders.
- c) Co-ordination and support of student academic representatives for the following areas:
 - i. Course Representatives;
 - ii. Staff-Student Committee;
 - iii. Faculty Co-ordinators on Faculty Board; Learning, Teaching & Assessment Committees; and on University Senate.
- d) Responsible for the Promotion of Elections of:
 - i. Course Reps
 - ii. Department Reps
 - iii. Faculty Co-ordinators

The VP Education will work with departments in the promotion of Election.

e) Consultation 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.

f) Campaign on education issues that affect University of Hull students.

g) Co-ordination of Academic Council and all bi-weekly Education Zone meetings.

h) To attend all University Committee meetings and ensure Student Representation on all relevant Working Groups.

i) To liaise with the Education Co-ordinator and academic advisor on issues affecting the student body.

on all relevant Working Groups.

i) To liaise with the Education Co-ordinator and academic advisor on issues affecting the student body.

Further particulars.

Hours of work: Variable, evenings and weekend work required in addition to core office hours.

Remuneration: £17,333 p.a.

Essential personal qualities.

- Committed to student democracy and representation
- Strong team working skills
- Leadership skills
- Dedication
- Flexibility
- Excellent verbal communicator
- Able to quickly master complex issues
- Responsiveness
- Able to handle confidential information

Benefits.

- Help shape the future for students at HU
- Develop your communication, organisational, event planning, teamwork and leadership skills
- Additional training to develop your skills
- Regular 121s with your personal mentor and support from HUU staff
- Building relationships with university members of staff
- Training and handover from 20 June - 1 July 2016 before you take office on Friday, 1 July 2016