

Academic Representative

This opportunity profile is designed to give you an idea of what your role will involve as an Academic Representative. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: Academic Representative

Department: The SU

Duties and Responsibilities:

- Gather and represent students' opinions about their programme of study or Doctoral experience.
- Complete the on-line Moodle training course and attend other training as appropriate.
- Attend Staff Student Liaison Committees and feedback opinions/outcomes to students.
- Attend and contribute to Academic Council (Taught or Doctoral as appropriate).
- Attend Academic Reps' Conference (training and development event organised by The SU).
- Liaise with SU Education Officer, SU Postgraduate Officer and Faculty/School Reps.
- Formally report back to peers and The SU using Academic Rep feedback form.
- Assist Faculty Reps with campaign work and raise student awareness of campaigns.

Time Commitment:

Academic Reps Conference, day-long event
Saturday 28th October.

At least two SSLC meetings per semester each 1-2 hour in duration.

Taught or Doctoral Academic Council every 3 weeks, lasting 1 hour.

In addition time should be allowed for to gather the views of students, participating in campaign activities, reading papers and liaising with SU Education Officer and Faculty/School Reps.

Venue:

No single venue

Supported by:

SU Education Officer, Academic Representation Co-ordinators, Engagement & Quality Co-ordinator, Representation & Engagement Manager, SU Postgraduate Officer.

Opportunity:

To represent your peers on your programme and initiate change.

To engage with your department, Faculty/School and University to improve the quality of teaching and learning for students.

Benefits:

Gain insight into University policy, structures and governance.

Influence decisions made about your course.

Boost employability by improving key skills.

Lunch at Academic Councils and free hoodie.

Training and support:

Online Academic Representative training via Moodle, Academic Reps' Conference and ongoing support from Department and The SU.

Written Communication	<input type="checkbox"/>	Teamwork	<input type="checkbox"/>	Financial Management	
Verbal Communication	<input type="checkbox"/>	Time Management	<input type="checkbox"/>	I.T.	<input type="checkbox"/>
Delegation		People Management	<input type="checkbox"/>	Organisation/ Planning	<input type="checkbox"/>
Decision Making	<input type="checkbox"/>	Negotiation	<input type="checkbox"/>	Marketing	
Others (as specified below):					
Meeting skills, paper management, structural knowledge					

For further info contact:

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