

Doctoral Student Faculty Rep

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

<p>Role: Doctoral Student Faculty/School Representative</p>	<p>Department: Academic Reps</p>
<p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Attend Faculty/School Doctoral Studies' Committee and represent views of Academic Representatives and students within the Faculty/School. • Attend University Doctoral Studies Committee and represent views of Academic Representatives and students within the Faculty/School. • Attend appropriate briefings and debriefings with The SU before and after each of the above committee meetings. • Attend Academic Executive Committee meetings to discuss issues raised at Academic Council. You will also report back on Faculty/School issues. • Attend Doctoral Academic Council. • Liaise with Academic Representatives within the Faculty/School to support, inform and represent issues raised at departmental level, and gather opinion through regular meetings, emails or other forms of communication. • Regularly liaise with the SU Education Officer and SU Postgraduate Officer and SU Staff on issues raised. • Support running of Academic campaigns and research throughout the year. • Attend and support Academic Reps Conference. • Attend training. 	<p>Time Commitment:</p> <ul style="list-style-type: none"> • Faculty/School Doctoral Studies' Committee (approx. 1 every 6 weeks, meetings last between 1 and 3 hours each). • University Doctoral Studies Committee. • Briefings and debriefings for each of the above committees (1 hour each). • Academic Executive Committee meetings every two weeks. • Academic Council/Faculty forum (once every three weeks). • In addition, time also should be set aside to liaise with Academic Reps, Faculty/School staff members, Students' Union Education Officer and other Student Union elected officials as well as relevant Student's Union <hr/> <p>Venue: No single venue.</p> <hr/> <p>Supported by: SU Education Officer, Academic Representation Co-ordinators, Engagement & Quality Co-ordinator, Representation and Engagement Manager, SU Postgraduate Officer.</p>
<p>Opportunity:</p> <ul style="list-style-type: none"> • Oversee effective Academic Representation within Faculty/School. Each Faculty/School has 1 Doctoral Student Faculty Rep. 	<p>Benefits:</p> <ul style="list-style-type: none"> • Training provided • Enhances employability • Represent the interests of a large group at a Faculty/School level. • Work with a diverse group of colleagues • Develop a depth of understanding of relevant issues • Develop the confidence and skills to achieve your goals.
<p>Training and support: Faculty Representative/Academic Exec Training via Moodle and Academic Reps' Conference in addition to support from your Department/Faculty/School and The SU.</p>	

Skills Gained: Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)

Written Communication	✓	Teamwork	✓	Financial Management	
Verbal Communication	✓	Time Management	✓	I.T.	
Delegation	✓	People Management	✓	Organisation/ Planning	✓
Decision Making	✓	Negotiation	✓	Marketing	

Others (as specified below):

Meeting skills, public speaking, meeting skills, tact and diplomacy

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