

# Student Leader Role Profile

## Doctoral Representative



As Doctoral Rep, you are the key link between Academic Staff and doctoral researchers. You will be taking the doctoral voice to academic staff to discuss action and change to improve the doctoral experience.

### Duties and Responsibilities

- Gather and represent feedback clearly and constructively, distinguishing personal views from collective feedback.
- Engage with Doctoral Directors of Study (DoS's) proactively to share feedback.
- Collaborate on wider issues with Doctoral Faculty Reps and SU Officers.
- Act professionally and responsibly, maintaining respect, confidentiality, and clear communication.
- Ensure continuity and accountability by notifying the SU if unable to continue in the role.

*As a Student Leader, we require you to embrace EDI (Equality, Diversity and Inclusion) good practice. This includes offering events that are inclusive, varied and student centred, taking into consideration locations, access needs, timings, and refreshments so that you are aiming to make your events accessible to all. This also relates to general practice within your role, from meetings, representation and interaction with students in your group. We want every student to be able to participate and be communicated with in a positive, non-judgemental way allowing their best authentic selves to shine.*

### Useful Previous Experience/Skills

- ✓ Ability to gather, summarise, and represent feedback fairly and accurately
- ✓ Strong communication skills, including listening and clear written and verbal reporting
- ✓ Confidence working collaboratively with peers, staff, or in meeting environments
- ✓ Organised, reliable, and professional, with respect for confidentiality.

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## Why become a Rep?

- ✓ Represent doctoral voices and influence the doctoral experience
- ✓ Help raise and resolve issues affecting your cohort
- ✓ Develop transferable skills such as communication, leadership, and advocacy
- ✓ Gain experience in meetings and working with staff and the Students' Union
- ✓ Make a meaningful contribution to your department and community.

## Key Time Commitments

- Training Requirements – 2 online trainings modules.
- Meetings with Director of Studies (4 to 6 per year)
- Doctoral Executive Committee Meetings (4 per year)
- Feedback Activities – 5-10 hours per month

We are here to help you so please do contact SU Voice for support at [su-voice@bath.ac.uk](mailto:su-voice@bath.ac.uk).

Skills you will develop in this role:

Commercial Awareness		Creativity	
Decision Making	✓	Delegation	
Financial Management		I.T. Skills	
Initiative	✓	Leadership	✓
Marketing		Negotiation	✓
Organisation/ Planning	✓	People Management	
Problem Solving	✓	Public Speaking	✓
Teamwork	✓	Time Management	✓
Verbal Communication	✓	Written Communication	✓