

Student Leader Role Profile

Department Representative



Become the lead representative within your department, collaborating with Academic Reps to provide effective feedback to enhance the quality of learning and teaching at Bath.

Duties and Responsibilities

- Champion student feedback, gathering inclusive, actionable insight to improve learning and teaching.
- Work closely with staff, ensuring feedback is valued, acted on, and outcomes are shared with students.
- Lead department-level representation by chairing SSLC meetings and supporting effective discussion.
- Represent students strategically at Department Learning and Teaching Quality Committees.
- Support and mentor Reps within the department, advising on next steps and signposting support.
- Collaborate at faculty and university level with Faculty Reps, SU Officers, and student leaders.
- Uphold professionalism and accountability, completing training, maintaining confidentiality, and ensuring continuity of representation.

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

- ✓ Be a current Academic Representative
- ✓ Experience gathering and representing student feedback fairly and constructively
- ✓ Strong communication skills and confidence contributing to meetings
- ✓ Ability to work collaboratively with staff, students, or representative groups
- ✓ Organised, reliable, and professional, with respect for confidentiality

Student Leader Role Profile



Why become a Rep?

- ✓ Lead and strengthen student representation within your department
- ✓ Influence academic decisions and improvements at a strategic level
- ✓ Develop leadership, communication, and advocacy skills
- ✓ Support and mentor other Reps, helping them make a real impact
- ✓ Help create a more inclusive, supportive academic community

Key Time Commitments

- Training Requirements – Attendance at Department Rep training session.
- Meetings – Student-Staff Liaison Committees (4 to 6 per year), SU Rep Roundtables (2 per year), Faculty Forums (2+ per year), Department Learning and Teaching Quality Committee (4 per year)
- Feedback Activities – 10-15 hours per month

We are here to help you so please do contact SU Voice for support.

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	✓