

Volunteer Role: Department Rep

Role Purpose:

To represent and act as the voice for all undergraduate students in your department and to feedback key issues that affect the student learning experience to both the University and GCU Students' Association.

Role activities:

- Make sure that the Class Reps within the department know who you are and how to contact you.
- Liaise with the Class Reps within your department to identify key areas for improvement within the student learning experience and raise any identified issues to the Head of Department (or other relevant staff).
- When required, support any Class Reps to raise any issues within their programme and at their Staff Student Consultative Group (SSCG).
- Promote and encourage Class Reps and students within your department to get involved in Students' Association education campaigns.
- Let the Class Reps within your department and the Students' Association know the outcome of any issues raised.
- Seek support from the Vice President of your academic school for any issues raised that have not been resolved.
- Attend and take an active part in School Board and its sub committees, as required.
- Attend and take an active part in Student Voice meetings, Student Action Group for Engagement (SAGE) and Academic Rep Gatherings.
- Produce a brief written report in Trimester 1 and 2 for Student Voice.

Role Benefits:

In your role you will have the opportunity to:

- Develop advocacy, representation and leadership skills.
- Make a positive difference to the student learning experience for fellow students within your department.
- Help shape policy within the Students' Association and the University.
- Network and meet new people.
- Receive £150 expenses in Trimester 1 and 2.

Support and Training:

To help you in your role we will provide training and support:

- Induction and ongoing training, including the Academic Rep Gathering.
- Take part in the GCU Students' Association Student Leaders Programme
- Support from within the Students' Association from the Academic Rep Co-ordinator and the Vice President for your academic school.
- Support from the Head of Department within your academic school.

Eligibility:

To be a Department Rep you must be a current GCU student and must be on a programme of study within the department that you represent. This is an appointed position as an academic rep for Trimester 1 and 2.

May 2019