



*The University of Birmingham Guild of Students is a charity and the students' union for more than 36,000 students. We represent our members to the University and other organisations on the issues that matter to students most. We also exist to help students develop skills outside of study, have fun, meet people and make sure their time at Birmingham is special.*

## Policy Coordinator

**£20,209 gross per annum – 35.5 hours per week**

The Guild is looking to recruit a Policy Coordinator to help us become specialists in the lives of students, and support Guild Officers to represent students to the university.

You will be responsible for developing policy expertise, particularly in the lives of Postgraduate, International and hard to reach students to shape our work and campaigns in this area.

As part of the Student Voice team, you will develop evidence-based policy and empower Guild Officers to make change that is grounded in insight and research. You'll investigate issues that matter to Birmingham students, formulate research plans and share knowledge with the Guild's Officers and staff.

You'll be comfortable working in a democratic, student-led environment with the ability to build constructive relationships with elected leaders. You will also have experience of developing policy, excellent communication skills and experience of using evidence to drive change.

**Closing date for applications: Friday 7<sup>th</sup> September 2018, at 9am.**

**For application packs please visit:** <http://www.guildofstudents.com/about/your-union/workwithus>

**or email:** [staffing@guild.bham.ac.uk](mailto:staffing@guild.bham.ac.uk)