



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.

Representation Coordinator

£20,820 gross per annum – 35.5 hours per week

This role is part of the Student Voice & Representation department working collectively with colleagues delivering the Guild's student advice, representation, democracy, policy and campaigns work. The Student Voice & Representation Team is part of the Support & Representation Directorate.

The Representation Coordinator works in a team responsible for the delivery of the Student Representation System, ensuring that representation services are successful and engaging for students at the University of Birmingham. You will support the training, reward and recognition of Student Representative volunteers and deliver activities to promote and support the student voice at the University of Birmingham. You will also provide support to elected volunteers and Guild officers ensuring that Guild members are represented professionally and successfully.

We are looking for candidates who have experience of working effectively as part of a team and using your own initiative, have knowledge of further and higher education and the issues affecting students today along with the ability to establish strong working relationships with a wide range of individuals both within the Guild of Students, the University and external organisations.

Closing date for applications for all roles: - Tuesday 10th November 2020 at 9.00am

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

or email: staffing@guild.bham.ac.uk



Make the most of University life!

