



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.

Senior Representation Coordinator – Fixed Term 12 Months

£ 27,415 gross per annum

The Guild is looking to recruit an organised, pro-active and collaborative individual as a Senior Representation Coordinator to lead the delivery of the Student Representation System and to support the implementation of our new Student Representation System Review.

Working within the Guild's Student Voice team, this role will work closely with students and University colleagues to deliver excellent academic representation at the University of Birmingham.

You will develop, enhance and evaluate initiatives and activities that support academic representation and student engagement on campus, and will be passionate about supporting the student voice. You will work with the Student Voice Manager to maintain effective relationships with key staff at the University, and to develop the Representation System with student engagement at its heart in line with the Guild's Strategic Plan.

You will also develop core and student staff supporting the Student Rep System, supporting Representation Coordinators to deliver student engagement activities including Rep training, reward and recognition and feedback collection.

We are looking for an individual who has demonstrable experience of working within a student engagement environment, and knowledge and understanding of key policy areas and issues relating to Higher Education and student experience. You will also have experience of working with budgets, supervising staff or volunteers and demonstrating impact to a range of stakeholders.

Closing date for applications: - Wednesday 14th August 2019 at 10:00 am

Interviews will take place on Thursday 22nd August 2019

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

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



Make the most of University life!

