

LEAD KENT: VICE-PRESIDENT ACADEMIC EXPERIENCE

The Vice-President (Academic Experience) is Kent Union's lead officer for academic representation and educational campaigning. Representing the undergraduate experience in an academic context they are the lead Officer for the undergraduate student rep system and academic societies. The Full-time Officers are supported and able to represent the 16,000 students at the University effectively. The successful candidate will be expected to represent all students in line with the 2010 equality act. They sit on the highest academic committees in the university and are tasked with fulfilling the union's education strategy.

KEY RESPONSIBILITIES

- To promote, extend and defend the rights of all students at the University of Kent.
- To act as a voice of students to Kent Union, the University and external organisations.
- To represent students on all undergraduate education matters.
- To ensure that the Full-time Officer team is working well together and that the work the team produces is to a high standard and meets students' needs.
- To lead on the delivery of the Kent Union Education Strategy.
- To support and empower academic communities, including support for academic societies.
- To support and empower the Union's network of faculty, school and student reps.
- To run campaigns on education issues and to assist in campaigns that other officers may be running.
- To work with Officers to benefit the lives of students at the University.

KEY RELATIONSHIPS

- Deputy Vice-Chancellor (Education)
- Assistant Director of Student Experience
- Faculty Deans (Soon to be Heads of Divisions)
- Associate Deans (Education)
- Division Leads
- School Administration Managers and other senior academic staff
- Director of Information Services
- Director of the Unit for the Enhancement of Learning and Teaching
- Elected Kent Union Officers, Student Reps, and Academic Societies

IN A WEEK, YOU MIGHT...

- You'll be working with Staff in the Mandela Student Centre in Canterbury with the other Full-time Officers to represent the student body.
- You'll be the primary liaison between the Students' Union and Student Reps.
- Attend university committees meeting to discuss University finances and spending plans.
- Meet with the Representation & Democracy staff team to agree plans to improve student engagement with our student rep's and improving work on Academic Standards.
- Working on the student priorities voted on, decided by the students you represent.
- Alongside other Officers, meet with University leaders to discuss issues affecting students.
- Meet with University stakeholders to lobby for improvements for students facing academic difficulties.
- Work closely with the Chief Executive to oversee strategic planning.

PERSON SPECIFICATION

All Full-time Officers should be committed to the purpose, objects, and values of Kent Union; Able to act reasonably and responsibly when undertaking their responsibilities; Able to analyse information and, when necessary, challenge constructively; Able to make collective decisions and stand by them; Firm supporters of equality of opportunity and committed to promoting diversity.

Be Bold, Supportive, and Inclusive!

KEY RESPONSIBILITIES AS A TRUSTEE

As a Full-time Officer you will also be a Trustee; Trustees deliver the responsibilities detailed in the Terms of Reference of the Board of Trustees.

- Ensure that Kent Union acts in accordance with its charitable objects, constitution and other guiding documents and, in particular, remains true to its Vision and Values.
- Help Kent Union achieve its objectives and improve the lives of its members.
- Ensure that Kent Union complies with all relevant legislation and regulations, including relevant charity acts and education acts.
- Ensure that Kent Union does not undertake activities that put its financial stability, members or reputation at undue risk.
- Work with other trustees, staff and volunteers in a constructive manner and for the greater good of Kent Union.
- Participate fully in Board meetings and join one of the Board's Committees.
- Use their personal skills and experience to ensure Kent Union is well run and efficient.
- Seek external professional advice where there may be material risk to Kent Union or where the Trustees may be in breach of their duties, or at any other appropriate moment.
- Add value to the Board and Kent Union through generating ideas, challenging the status quo, broadening thinking and supporting and promoting innovation and creativity.
- Ensure decisions of the Board and its Committees take account of the needs and views of Kent Union's members.
- Ensure Kent Union considers the needs and views of all student groups, for example postgraduate, international and part-time students.
- Ensure effective communication between Kent Union and its members.