



Education Officer

Salary: £24,895

Leave: 24 days annual leave, plus College closure days and Bank Holidays

Working Hours: Full time (35 hours a week) and can be done as either a job upon graduation or as a year-out from your studies.

The role will commence on 5th June 2023 for one year.

Thank you for your interest in running for an elected role at Goldsmiths Students' Union. This pack will provide you with all the information that you will need to stand as a candidate.



WHAT IS GOLDSMITHS SU?

Goldsmiths Students' Union is a charity representing over 10,000 students studying at Goldsmiths, University of London. We're here to provide support and advice to make university life easier, whilst representing students on the issues that matter.

Goldsmiths Students' Union is a democratic organisation, run for students by students.

We represent the views of Goldsmiths students through our team of elected Officers, who are elected annually and are supported by a permanent staff team. In addition to being the voice of Goldsmiths students, we also run commercial services such as the SU Shop, the SU Cafe, the Nursery, which fund services for students such as clubs, societies and the Advice Service.

Every year we run elections to find the students who can shape the organisation for the year to come.

Could you be one of the next Full-Time Officers to lead our organisation in 2023?

FULL TIME OFFICER ROLE

Our Full-Time Officer roles are full-time, paid jobs. If elected, your contract of employment will start on **5th June 2023**.

During the first few months of your employment, you will be required to attend training courses so please try to avoid booking annual leave during July and August 2023.

KEY CONTACTS

Deputy Returning Officer:

Rhiannon Suchak (democracy@goldsmithssu.org)

Student Voice Coordinator:

Maheda Begum (maheda@goldsmithssu.org)



PURPOSE OF THIS ROLE

- To be the principal representative of Goldsmiths students on matters relating to academic and educational experience
- To be a member of the Full-Time Officer team
- To be a member of the Trustee Board of Goldsmiths Students' Union (the highest decision making body of the organisation)
- To represent the views of Goldsmiths students to the University, the wider community and nationally on matters relating to academic and educational experience
- To campaign on issues affecting Goldsmiths students locally and nationally on matters relating to academic and educational experience

DUTIES AND RESPONSIBILITIES

- Along with the Officer team, to help represent the views of Goldsmiths students through regular meetings with the College, the Warden and Senior Management Team, with a focus on educational and academic experience matters
- To be a member of the Academic Board and attend the following committees: Quality and Standards sub-committee, Programme Scrutiny sub-committee, Learning, Teaching and Enhancement Committee, the Graduate School Board and the Academic Progress Committee



ROLE DESCRIPTION

- • To attend the Trustee Board (4 meetings a year)
- • To regularly gather student feedback and campaign on issues affecting the academic and educational experience of Goldsmiths students
- • To attend Student Forum (minimum of 4 meetings a year) and present an accountability report
- • To support activities such as Welcome Week and other Students' Union events
- • To attend monthly Department Rep meetings to gather feedback from student representatives
- • To champion anti-racism work and liberation alongside the Welfare and Liberation Officer
- • To work closely with the Student Voice team to contribute to ongoing student led activities

BENEFITS AND SKILLS

- You will gain a good understanding of campaigning and student activities
- You will gain experience of building relationships with a range of stakeholders
- You will gain experience of planning and leading campaigns
- You will have access to training and development opportunities
- You will gain experience of working in a team and working collaboratively
- You will gain leadership skills
- You will receive a competitive salary



VALUES

To be dedicated to the organisational values of:

- Empowering students to make change
- Being proactive on liberation, equality and social justice
- Creating accessible activities for all
- Leading in a democratic and open organisation

