# Student School Officer – Role Descriptor

Student School Officers are lead representatives within each Academic School. You will work to engage with and support the team of student representatives within each School, acting as a key point of contact between fellow students, academic staff, the Student Partnership team in Student Life and the Students’ Union.

You will support and develop student representative structures and participate in enhancement projects focused on improving the student experience at RGU, in partnership with staff and students.

We are committed to working with students as partners in improving the student experience. This role is an integral part of that commitment, reflecting the values of ‘Partnership at RGU’.

## Key Responsibilities

* Actively engaging with students and student reps to gather feedback and communicate key messages to senior members of staff within your Academic School
* Becoming a full member of your School Academic Board
* Participating in university-wide, and RGU:Union, feedback opportunities as appropriate (for example, this could include contributing to committees, working groups or projects)
* Maintaining and developing effective working relationships between students, staff within the Academic School, the University’s Student Partnership team and the Union’s Executive Committee
* Taking responsibility for an enhancement project focused on improving the student experience, in conjunction with the Dean of School or Associate Dean of School
* Promoting and participating in University-wide student partnership activities
* Producing an action plan and short progress report each semester
* Identifying, communicating, and celebrating enhancement activity which has a positive impact within the Academic School
* Attending training at the beginning of the year and other training and development activities throughout the year

## Benefits of the Role

* Support your fellow students, Academic School, RGU:Union and the University in improving the student experience at RGU
* Engage and network with other lead representatives and staff across the University
* Contribute to decisions made at senior levels of your academic school and in University-wide committees and working groups
* Opportunities to get involved with – and contribute to – national initiatives and projects, including those led by NUS Scotland and sparqs
* Develop key employability skills such as project coordination, communication, and negotiation which will enhance your CV
* Be eligible to be nominated for the Student School Officer of the Year award and other awards at the RGU:Union Student Achievement Awards

## More Information and Application

After applying, you will be invited to interview and, if successful, you will be required to attend a training session with RGU:Union.

For more information, and to apply, please visit [www.rguunion.co.uk/sso](http://www.rguunion.co.uk/sso). Any questions or informal enquiries can be directed to the President of Education and Welfare (presew@rguunion.co.uk) or Student Partnership team within Student Life (partnership@rgu.ac.uk).