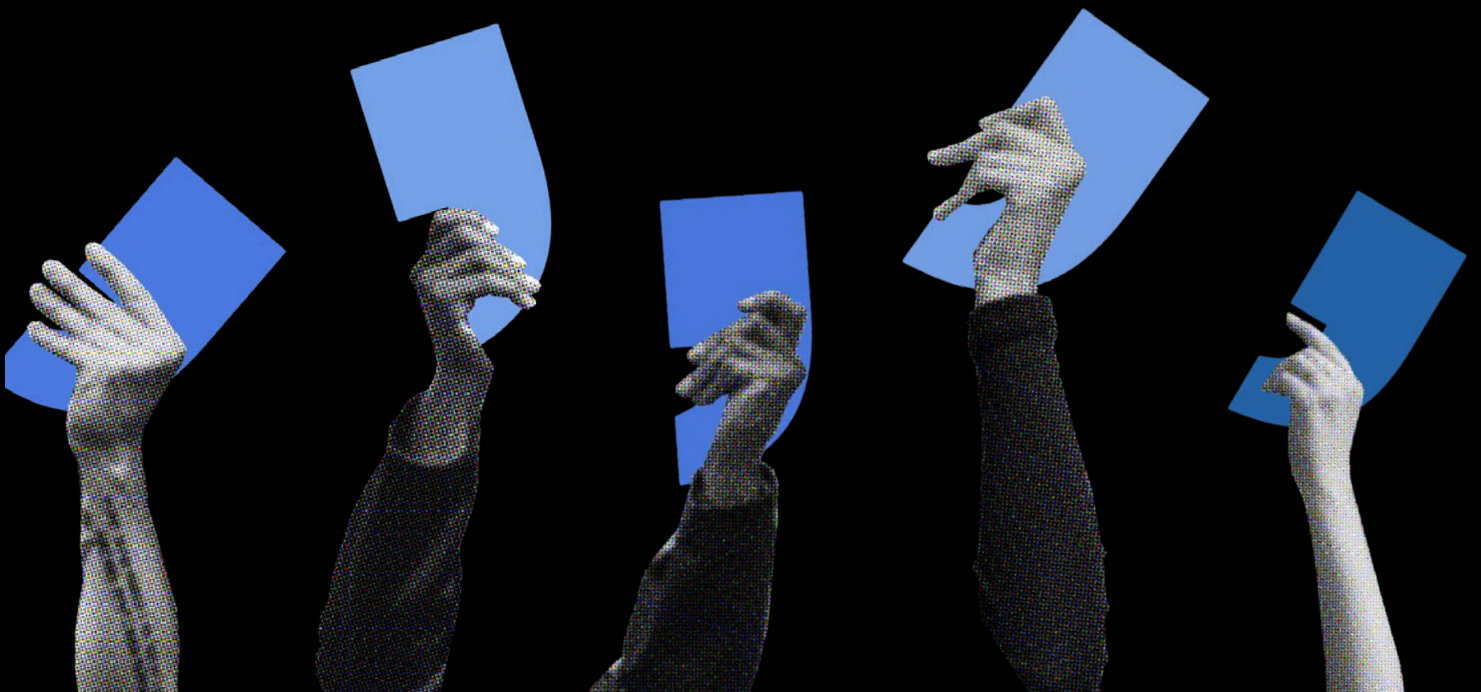


# The Falmouth & Exeter Students' Union Student Council

SU Widening Participation Officer  
Role Descriptor



# SU Widening Participation Officer

## Short Description:

You will be working with SU Presidents, and SU staff to make sure the universities and SU are continuously working towards widening participation at university

Status:	Part-Time Officer
Elected:	By secret ballot by all Falmouth and Exeter students
Term of Office:	1 Academic Year
Accountable to:	The student body via SU Board of Trustees, SU Student Council, Annual General Meeting and Union General Meetings
Member of/attends:	SU Student Council (twice a term) Liberation Committee (monthly) 1:1 with SU President Welfare & Inclusivity (twice termly) Regular updates with SU Student Voice team Other groups or meetings as appropriate and mandated
Hours:	As the role requires and can be flexible dependent on studies.
Remuneration:	This is a voluntary role, however, out of pocket expenses will be paid where appropriate.

## Role Summary:

- To represent and campaign on students' interests with particular regard to widening participation;
- To represent students often under-represented or hard-to-reach and specifically part-time, international, postgraduate, distance-learning and mature students;
- To work closely with the SU Presidents and the Student Voice team in ensuring the universities and SU are continuously working towards widening participation at university.

Responsibilities:

1. To attend any meetings required by the role;
2. To represent the student view and experience when reviewing/monitoring delivery of the Access Agreements with Falmouth University and University of Exeter and ensure as many students as possible are consulted;
3. To promote widening student participation to all students;
4. To consult with students often under-represented in the students' union and specifically part-time, international, postgraduate, distance-learning and mature students;
5. To bring widening student participation issues to the Liberation Committee;
6. To liaise with SU Societies relevant to the role;
7. To represent the student view and student experience in your work with the universities in encouraging students from all backgrounds to come to university;
8. To represent the student view and experience in the planning of the next Welcome Week for Freshers programme, particularly ensuring widening participation is taken into consideration;
9. To work with the SU team and relevant societies to submit proposals to the Student Council which enhances the widening participation agenda.
10. To manage and report on any budgets received in line with SU procedures.

#### General Duties:

1. To undertake training as required to fulfil your role;
2. To conduct yourself appropriately as a public representative of students and SU.
3. To make yourself known to the students you represent;
4. To effectively communicate information and plans with relevant members of the SU team;
5. Ensure that SU policies and procedures are adhered to at all times, and where appropriate, make recommendations and contribute to the amendment or development of a policy;
6. Carry out duties within the scope of the role as set out in the SU Constitution & By-laws or as mandated by the SU Board of Trustees, SU Student Council, Referenda and General Meetings;
7. To regularly provide a written report to the SU Student Council on duties undertaken;
8. To promote SU and student involvement in line with SU branding and marketing guidelines;
9. To deliver a handover for your successor

#### Key Contacts

- SU President of Welfare & Inclusivity (Mentor)
- President Student Experience
- President Falmouth
- President Exeter
- SU Student Council
- Liberation Committee
- Student Voice Team