



University of Gloucestershire Students' Union

<u>Title:</u>	Students' Union President
<u>Responsible to:</u>	Board of Trustees and Executive Committee
<u>Purpose:</u>	To act as the figurehead for the Students' Union with all external bodies and the University, including involvement with many University committees and NUS. To oversee communication between the Students' Union and its members.

Responsibilities of the President:

Build and maintain professional working relationships with Senior University staff and use these links to promote the interests of students

To represent the student voice at all relevant SU and University committees and to report back as appropriate to all concerned parties

To chair and report to the Executive Committee and SU Council, working with and complimenting the other Full-Time Officers

Act as lead officer in the organisation of the SU events, including Freshers' Week, the Summer Ball and any other organised events

To liaise and work with the Experience Officers to create inclusive and student-led activities

To be representative of the student body on all matters of communication with any affiliated Unions/Organisations and external bodies e.g. NUS, the police, the media

To ensure student opinion is properly reflected in all decisions taken with regard to commercial operations

Responsibilities of all elected Full-time Officers:

To act as a representative, gauge student opinion, reflect the views of the student population and keep them informed at all times through effective communication channels e.g. campaigns, social media, SU website, face-to-face

To support the student body on matters of welfare and where needed, through academic appeals, academic offences procedures, complaints and SU disciplinary issues

To build a positive relationship and develop social responsibility amongst the student body and local communities

To be representative of the student body on all matters of communication with any affiliated Unions/Organisations and external bodies e.g. NUS, the police, the media

To support the Experience and Liberation Officers in representing their groups and with the delivery of relevant campaigns

To promote and effectively communicate all Union services to ensure a life enhancing experience for all students

To be a member of the Board of Trustees, attending meetings and reporting to its members alongside the other Full-Time Officers

To be ultimately responsible for staff matters and to be a member of the Senior Management Team

To work closely with the Students' Union Chief Executive Officer, staff and other Full-Time Officers to create the SU Annual Report, oversee SU finances/accounts and to achieve the aims set out in the SU Strategic Plan

To attend all relevant committees and meetings

To carry out all tasks in a sustainable manner, where possible

KEY CONTACTS:

- Vice Chancellor and all University Directorate
- SU Board of Trustees members
- Director of Student Services
- SU Executive Committee and Full-Time Officers
- University Council
- SU Senior Management Team (SMT)
- NUS and other affiliated organisations
- Students, SU and University of Gloucestershire staff
- University communications and marketing

KEY MEETINGS:

- University Council
- University Academic Board
- University Academic Appeals and Complaints Panels
- University Remuneration Committee
- SU Executive Committee and student focussed committees
- SU Board of Trustees and SMT
- SU Events Committee

