



# Postgraduate Taught Faculty Representative

## Postgraduate Faculty Rep

<b>Honorarium</b>	£1500 (Paid as £750 at two points in the year)
<b>Working Hours</b>	No more than 100 hours across the academic year (equating to £15ph)
<b>Based at</b>	Senate House, hybrid working model

### **Eligibility:**

*You must be a University of Bristol student in the 2025/2026 academic year, registered on a course within the faculty you wish to represent.*

### Role Description

Faculty Reps work with other academic reps, university staff and Bristol SU staff to improve the student academic experience. They do this by representing the issues and priorities of PGT students in their faculty to staff at both faculty and university level and working with the departmental PGT course reps in their faculty.

Faculty Reps are also full voting members of the Student Representative Assembly and Student Council, ensuring that students in their Faculty have a voice in key SU decisions.

Altogether there are 18 Faculty Reps. Each of the three faculties has two for undergraduate students, two for postgraduate taught students, and two for postgraduate research students. Along with the Undergraduate Education Officer and Postgraduate Education Officer, they support a rep system of over 700 academic reps!

Core responsibilities as a Faculty Rep are:

To lead PGT student representation in your faculty, through the academic representation system

- To keep abreast of student issues in your Faculty, and to actively seek the opinions of peers and other academic representatives
- To attend and chair/co-chair Faculty Academic Representation Forums approx. once a term
- To occasionally attend other Faculty-level committees, as appropriate
- To lead academic representative relationships with staff in Faculty Management, and to meet with them as appropriate
- To lead a community of academic representatives in your Faculty

To represent the Faculty's student interests and priorities, at University level

- To attend University's Senate meeting
- To occasionally attend other University level committees, as appropriate

- To feed information from any university-level meetings attended to Faculty level meetings and peers
- To liaise and work with Bristol SU full-time officers, particularly the UG and PG Education Officers
- To contribute to other ad hoc university consultations where relevant

To engage with Bristol SU's democratic structures, and attend relevant meetings and forums

- To attend Student Representatives Assembly with other Student Leaders to hold the full-time officers to account and develop proposals and motions as directed by Student Council
- To attend Student Council as a voting member, and vote on policies relating to issues that affect students' experiences at university
- Attend the SU's Annual Members Meeting

Time commitment:

Faculty Reps spend an average of 2-3 hours a week on their role during term-time. This average includes fixed commitments (such as Faculty Academic Representation Forum or Student Council), and time spent proactively communicating with PGR Reps, Faculty staff etc.

Fixed-time commitments are:

- Faculty Academic Representation Forums – approx. once a term
- Student Representative Assembly – typically 5 times a year
- Student Council – twice a year
- Annual Members Meeting – once a year
- Regular one to one sessions with a Bristol SU Academic Rep coordinator – every 4 to 6 weeks

If you are interested in standing for this role and want to know more about what it's like on a day-to-day basis, email [bristolsu-representation@bristol.ac.uk](mailto:bristolsu-representation@bristol.ac.uk).

The term of office for this role is October 2025 - June 2026. You must be enrolled as a student during this time.