

# **TIME TO LEAD**

**Postgraduate Taught  
Faculty Representative**



# About Us

The University of Bristol Students' Union is a membership organisation democratically led by students, for students. We represent over 30,000 student members and work to make sure that you get the best from time at university by providing over 300 clubs and societies, offering free support services and academic advice and representing students on the issues that matter to you.

Students drive and are at the heart of everything we do:

- We are the collective voice of University of Bristol students
- We support activities, so students can try new things and develop skills
- We advise, support and empower students to make change
- We are a vibrant social hub
- We provide quality services for the benefit of students

# Our Values

**It's not just what we do that matters, it's how we do it. We will reflect what is most important to our students:**



We are loud and proud about **equality, diversity and inclusion**. We are a Union for all students.



We want our students to thrive, so we support the **wellbeing** of our students through the services that we offer and the campaigns that we run.



We believe **community** matters; we create a sense of belonging across the student body through out student groups, networks, events and spaces.



**Sustainability** underpins all that we do; we want our Union, our University and our planet, to be here for the long term.



We believe opportunities for joy, humour and positivity are important, we want our students to have **fun** whilst at University.

# About the Role

|               |                                                                                                       |
|---------------|-------------------------------------------------------------------------------------------------------|
| Job Title     | Faculty Representative (Undergraduate)                                                                |
| Working Hours | Approximately 100 hours across the 26-27 academic year                                                |
| Honorarium    | £1,500 (payment spread across December and May and dependent on agreed outputs and is subject to tax) |
| Based At      | Senate House                                                                                          |

What skills could I gain from a role like this?

Communication

Time Management

Research Skills

Problem-Solving

Leadership

Team Work

- Develop academic and research skills by communicating your own ideas and feedback from your cohort, conducting surveys or forums to gather feedback, and using existing research and insight
- Develop the ability to work well independently and with others by improving time management skills, organisation, and working as part of a wider team
- Develop leadership skills by co-chairing forums and working with senior academic staff to influence decision making
- Develop problem-solving skills and a solution-oriented mindset by encouraging positive as well as constructive feedback and encouraging students to come up with their own solutions to issues
- Develop confidence in expressing your strengths and experiences for future study or employment opportunities
- Recognise and value the views and differences of others by working with students from diverse backgrounds

Successful Faculty Representatives are supported by a wide range of professional staff teams across democracy and representation, student activities, events, digital & marketing, finance and research & insight, lettings and more. If you're elected, these staff will ensure you are trained and have the support needed to carry out this role.

# About You

| What knowledge & experiences and skills & abilities would help me in a role like this? |                                                                                                                                                                  | Essential/<br>Desirable<br>(E/D) |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 1                                                                                      | Current student at the University of Bristol, who will be a student in the 26/27 academic year                                                                   | E                                |
| 2                                                                                      | A passion for making change through working with students and staff in your faculty                                                                              | E                                |
| 3                                                                                      | Previous experience of representing a group of peers                                                                                                             | D                                |
| 4                                                                                      | A commitment to the values and behaviours of Bristol SU                                                                                                          | E                                |
| 5                                                                                      | Familiar with higher education policy and how it impacts students at the University of Bristol or willing to develop that knowledge with support from Bristol SU | E                                |



# What can you expect from the role?

- To lead PGT student representation in your Faculty, through the academic representation system
- To represent the Faculty's student interests and priorities, at University level
- To engage with Bristol SU's democratic structures, and attend relevant meetings and forums

Faculty Reps spend an average of 3-4 hours a week on their role during term-time. This includes fixed commitments (such as Faculty Academic Rep Forums or Student Council) and time spent proactively communicating with Course Reps, School Reps and Faculty staff etc.

Fixed time commitments are:

- Faculty Academic Rep Forum meetings - approx. twice a term
- Student Representative Assembly - typically five times a year
- Student Council - typically twice a year
- Annual Members Meeting - once a year
- Regular one-to-one or team sessions with the Bristol SU Academic Rep Coordinator - every 4 to 6 weeks

## What does a typical month look like?



A typical month as a Faculty Rep can vary! You might be attending an SU democratic event, chairing a Faculty Student Academic Rep forum, or running your own meet up with your reps to gather feedback on specific issues. You can expect a monthly meeting with your designated SU one to one, and you might also be meeting with the elected Education Officers to discuss the academic experience and policy at the university.



# What time commitments are there?

To help you get your voice heard by the University and other students, you'll need to commit some time ahead of the election. This could be because you're training or campaigning to become a student leader; it's an exciting and rewarding period!

## The Important Stuff

You'll need to write a personal statement, which is your chance to tell students who you are, why you are standing for elections, what your plans are in the role, and why you should get elected. It's time to show them why you're the best person for the role. Please submit this personal statement by **Wednesday 23 September 17:00**.

Voting week runs from **Monday 5 October at 9:00 to Thursday 8 October 17:00** and this is also your time to campaign. We highly recommend you go out there, show your face, and chat with as many students as possible. As a Faculty Rep, you'll be giving student voices a platform and helping to make positive changes to student's academic experience. Telling them what you hope to do will enhance your chances of winning!

We will be letting you know the results on **Friday 9 October** via email.

## Extra Time Commitments Include:

- 1 day of in person training in October 2026