

**JOB DESCRIPTION:**

# **PRESIDENT (STUDENT ENGAGEMENT)**

<b>TITLE:</b>	President (Student Engagement)
<b>ROLE:</b>	Chair of Executive Committee Sabbatical Officer Trustee/Director
<b>REPORTS TO:</b>	The Student Body, via Executive Committee and Student Senate Chief Executive Officer (CEO) for staffing matters only, including leave/absence and HR
<b>DIRECT REPORTS:</b>	None
<b>SALARY</b>	£26,119 per annum
<b>CONTRACT:</b>	Fixed Term (Term of Office)
<b>HOURS:</b>	37.5hrs per week This may include occasional weekend and evening work
<b>PLACE OF WORK:</b>	Winchester Students' Union; and other locations as agreed

## **PURPOSE OF THE POST**

The President (Student Engagement) works alongside the President (Student Voice) as the two senior elected representatives and democratic leaders of Winchester Students' Union. The President (Student Engagement) is responsible for leading student engagement, community, and inclusive participation across the wider student experience, ensuring all students are able to connect, belong, and thrive through involvement in extra-curricular activities, wellbeing initiatives, and Union-led opportunities.

As Chair of the Union's Executive Committee, the President (Student Engagement) provides leadership over the delivery of Union priorities, working collaboratively with fellow elected officers to ensure the Union enhances student wellbeing, equality, and engagement. The post holder is also a Trustee/Director of Winchester Students' Union, overseeing the financial, legal and strategic activity of the Students' Union overall, with support from fellow Trustees.

Both Presidents work together to champion student voice and engagement, campaign on issues affecting Winchester students, promote and celebrate student success, act as Trustees/Directors of the Union, attend University and Union meetings as representatives of the student body, and actively communicate with members to gather feedback and drive change.

## **DUTIES**

### **A. Communities, Wellbeing & EDI**

1. Lead the development of inclusive student communities, promoting belonging, wellbeing, and participation for all students.
2. Champion equality, diversity and inclusion (EDI), ensuring Union activity is accessible and responsive to the needs of diverse student groups. Lead on

the Union's work to represent all student demographic groups; coordinate and promote awareness days and activities alongside underrepresented student groups.

3. Lead on wellbeing priorities, working closely with relevant staff to support welfare provision and identifying common issues facing the student body; coordinate and promote wellbeing initiatives and campaigns that support student mental health and wellbeing.
4. Represent student interests on housing and community matters, maintaining relationships with relevant stakeholders. Seek to improve the standing of the Union and its members in the wider community.
5. Seek to increase both opportunities for, and participation in, community action and volunteering for students.
6. Ensure student voice and feedback are sought and acted upon in all areas of responsibility, including communities, wellbeing, and inclusive participation

## **B. Extra-curricular Activities, Events & Engagement**

1. Lead on extra-curricular engagement, including societies, sports teams, representational networks, volunteering, and other student-led activity.
2. Promote the benefits of engagement and participation in extra-curricular activities, including personal development, belonging, and graduate employability.
3. Act as the student voice for activity groups, ensuring regular feedback and working with staff to enact positive change. Develop opportunities for students within activities; working with relevant staff to develop initiatives, campaigns and activities.
4. Alongside relevant staff, support activity groups; including supporting with activity group committees having access to relevant training and resources.
5. Support the ongoing developments of Raising And Giving (RAG) and any fundraising activity.
6. Provide student leadership for major WinchSU events, including Welcome Week and Freshers activities. Alongside relevant staff, ensure relevant WinchSU presence across Welcome and Open Days including the recruitment and training of WinchSU Ambassadors.
7. Work closely with Union staff and officers to ensure effective delivery of student engagement initiatives, events, and services.
8. Represent and engage students on environmental and sustainability matters, championing sustainable practice across the Union and University.

## **C. Leadership**

1. Act as Chair of the Union's Executive Committee, providing effective leadership, and ensuring officer collaboration and delivery of priorities and campaigns.
2. As Chair, ensure Part-Time Officers of the Executive Committee are given appropriate support, including regular 1:1s, ensuring they are empowered and engaged.
3. Act as a budget holder and signatory for the Students' Union, monitoring the financial health of the organisation alongside the Board of Trustees and reporting to relevant student stakeholders.
4. Be named within policy (Union and University) and act in accordance with such responsibility.
5. Deputise for the President (Student Voice)'s portfolio in their absence.

## **D. External Representation**

1. Represent students externally where appropriate, including acting as the British Universities & Colleges Sport (BUCS) Student Officer.
2. Liaise with relevant University management, including the Executive Leadership Team; have a good working relationship with relevant University staff and ensure student opinion is listened to and considered at every level across areas of responsibility.
3. Action students' concerns, aspirations and problems in relation to the University's welfare provision and regularly raise these issues with the University.

#### **E. Campaigns**

1. Lead Union-wide campaigns relevant to areas of responsibility that amplify student voice and respond to student priorities and concerns, driving positive change for students.
2. Support the President (Student Voice) and the Part-Time Officers in delivering their portfolios, campaigns and manifesto points across the academic year.
3. Proactively campaign on local and national issues affecting Winchester students and higher education more broadly.

#### **F. Communications**

1. Work with relevant Union staff to ensure the Union effectively communicates with members, promoting opportunities and encouraging participation.
2. Co-run officer social media channels, promoting engaging, fun and informative comms to our student members.
3. Lead strategic student communications that promote transparency, engagement, and understanding of student voice activity and outcomes.

#### **G. Celebrating Success**

1. Be responsible for recognising student and WinchSU achievements and developments relevant to the role, and celebrating these to our membership, University, stakeholders and the wider community.
2. Champion and celebrate the contributions, achievements, and impact of student representatives and student-led change.

#### **H. General**

The President (Student Engagement) is an employee of Winchester Student Union and works within all relevant terms and conditions of employment.

All Students' Union employees are expected to work within the ethos of the Students' Union and strive to achieve the following:

1. To work at all times within relevant legislation as well as the structures, policies and procedures of the Students' Union.
2. To work co-operatively with other Students' Union staff and elected officers, as well as other relevant stakeholders and external organisations.
3. To adhere to the highest professional standards, especially of customer service and safety.
4. To seek to continually develop and improve Students' Union facilities and services.
5. To keep up-to-date with sector developments, local competition and students' views/needs, where necessary undertaking market research to generate such information.

6. To undertake any training identified by you or the Chief Exec as required; prepare for and attend all meetings as requested.
7. To promote a positive and professional image of Winchester Students' Union to its members, customers, stakeholders and other external people.
8. To positively contribute to the organisation's ethical and environmental ethos.
9. Ensure that the views and opinions of students from underrepresented groups are reflected throughout the Students' Union's work.
10. To maintain a flexible approach to duties and hours of work.
11. To observe strict confidentiality and to work within the dictates of the Union's Data Protection and Privacy Policies.
12. To perform any other reasonable duties as requested.