**SU Vice President Education 2024-25**

**Hours:** Full-Time, 37.5 Hours a Week.   
**Office Location:** Cyncoed, and Llandaff. Location will vary upon work commitments.   
**Pay:** Upwards of £20,000  
**Annual Leave:** 20 Days  
**Responsible to:** Trustee Board, and Student Membership.  
**Contract Start/End:** Fixed Term Contract – July1st 2024 to 30th June 2025.

**Hours**

This officer role is the lead academic representative role on behalf of the student membership. The VP Education will challenge and support the university in its educational provision, paying attention to the accessibility, quality and delivery of degree programs.

As a member of the SU’s Board of Trustees, supported by the CEO, the SU Vice President Education will work with the other trustees to oversee the Strategy, Financial, Risk, and Staffing Resources.

The VP Education Officer Role will also in the event of the absence of the SU President step into a few duties outlined in their role.

**Role Description:**

Representative

* Act as the SU’s highest level educational representative.
* Engage with, support and Challenge the University as a critical friend in their work, on the behalf of student members.
* Create and deliver cooperatively with the SU President a set of Sabbatical Officer Goals, created from student feedback.
* Create and Deliver projects or campaigns which gather student feedback and insight on their academic experience at university.
* Regularly act on and then inform students of outcomes of their feedback.

Remit

* Hold positions on the Universities Academic Board, The Board of Governors, and all relevant committees.
* Hold positions on Learning and Teaching Committee, Academic Quality and Standards Committee.
* Work with relevant SU staff teams with the delivery of key Students’ Union Activities, including Varsity, Freshers, Student Awards.
* With support from the SU Voice Team and School Rep system, recruit, train and support the Course Representative structures.
* Act as the lead representative to create or engage with projects or campaigns which further the academic interests of all Cardiff met students.
* Act as the lead representative to create or engage with projects or campaigns which further student involvement with the course representative structures.
* Act as the lead representative to creating or engaging with projects or campaigns to enhance student welfare.

Trustee

* Act as a member of the SU’s Board of Trustees
* Oversee the financial, risk, strategy, and resources of the Students’ Union jointly with other Board members.
* Oversee the implementation and upholding of SU Policy in accordance with the SU’s constitution and Byelaws.

General

* To embed sustainable practices into all elements of work.
* To always act in a responsible and respectful manner.
* To ultimately be accountable to the student membership.

**To nominate yourself for the position, head to cardiffmetsu.co.uk/Elections. For any information and queries regarding the role, please contact the Representation team through** [**Representation@cardiffmet.ac.uk**](mailto:Representation@cardiffmet.ac.uk)