

We are looking for a student who is passionate about ensuring university is a safer environment for their peers. The following role looks to further the work we deliver relating to drug and alcohol harm reduction.

The Advice Assistant (Harm Reduction Content) will take on a pivotal role in delivering campaigns which educate our members, and support the achievement of the accreditation for Drug and Alcohol harm reduction. You can find out more about the Drug and Alcohol Harm Reduction content here : [Drug and Alcohol Impact - SOS UK](#)

Those interested in applying should send a cover letter and their CV to SUAdvice@cardiffmet.ac.uk. The Subject of the email should include “Application for Advice Assistant”.

Applications close September 15th, with interviews expected to take place the following week.

Job title	Advice Assistant (Harm Reduction Content)
Department	Voice and Advocacy
Location	Based at Llandaff Campus site, with an expectation to travel to Cyncoed on a regular basis.
Reporting to:	Parker Robinson, Head of Voice and Advocacy
Duration	30 weeks (September 2026 – June 2027)
Wage	£12.71 per hour plus holiday pay £1.53 per hour
Hours per week	12 hours a week, flexible around your studies.
Description of the responsibilities and tasks undertaken in this role.	• Support the VnA team in the Coordination of the body of work relating to Drug and Alcohol Harm Reduction. • Support the joint work between the university and Students’ Union in achieving the Drug and Alcohol Harm Reduction Accreditation. • Develop and present harm reduction strategies, campaign ideas, and evaluation data directly to the University and SU boards. • Design, deliver, and evaluate campus-wide welfare campaigns relating to Drug and Alcohol Harm reduction. • Act as the lead liaison with external organisations (such as SOS-UK, CAVDAS, Public Health Wales) and build relationships with commercial companies to secure sponsorships for welfare initiatives. • Work alongside staff across both the Students’ Union and University to ensure a unified approach to support relating to Drug and Alcohol harm reduction content.

	• Ensure student voices remain at the heart of city-wide strategies, representing Cardiff Met at external multi-agency meetings such as the Community Alcohol Partnership (CAP). • Participate in multi-agency city-wide pilot led by SOS-UK, ensuring the Cardiff Met student voice directly shapes region-wide strategies and resources. • Support the wider Voice and Advocacy team in its service delivery to students.
Who You'll Work With	• Cardiff Met Students' Union Staff. • Cardiff Met Students' Union Student Leaders; Full-time Officers, School Reps, Student Officers, and Student Network Groups. • Cardiff Met University Wellbeing Services and wider staff teams. • External partners: SOS-UK, CAVDAS, CAP etc. • Cardiff Met Students.
Who we're looking for?	• Current Cardiff Metropolitan University Students. • An individual who is confident in their organisational skills, with an ability to take initiative when leading projects. • An individual who is confident in their communication and presentation skills. • An individual who is confident in their ability to chair committee meetings. • An individual who is confident in their ability to communicate with and work with key stakeholders. • An individual who can demonstrate their experience in relation to student well-being, community safety, and harm reduction. • An individual who can demonstrate experience in writing reports and analysing data.