

Vice President Undergraduate

Education and Access

Salary: £25,640

TERM IN OFFICE

30/06/2023 - 27/06/2024

HOLIDAY

24 days

+ 6 Fixed Closure Days

+ 8 Public Holidays

The Vice-President Undergraduate Education and Access represents undergraduate students to the University and external audiences. They lead on work including policymaking, campaigning and lobbying work, in conjunction with other Officers, by using such vehicles as are appropriate to improve the educational experience of all Student Members at the University of Oxford. They work to ensure that, regardless of background, the best and brightest students apply to study at the University of Oxford. They are a Sabbatical Trustee and play a key role in the relationship between Student Council and the Trustee Board

AREAS OF RESPONSIBILITY

- To be a Sabbatical Trustee and play a key role in relationship between Student Council and the Trustee Board.
- To represent the interests of current and prospective students on decision-making bodies relating to access, outreach, education, and academic affairs.
- Support the committees of Oxford SU Campaigns
- To liaise with Student Advice on key academic related issues affecting Students at the University of Oxford.
- To take a lead on discussion of UK Wide Higher Education Policy issues and lobbying.
- To support common rooms, Academic Affairs Officers, and Access and Admissions Reps.
- To work with course/department and Divisional Board Reps.
- To oversee implementation of the Oxford SU Education Vision.
- To run and deliver projects arising from manifesto pledges and team priorities.

KEY UNIVERSITY STAKEHOLDERS

- Counselling Service
- Disability Advisory Service
- Director of Student Health and Welfare
- Equality and Diversity Unit



UNIVERSITY COMMITTEES

- Council
- Education Committee (EdC)
- Curators of the University Libraries
- Joint Fees & Student Support Advisory Group
- Quality Assurance Working Group (QAWG)
- Quality Assurance Subcommittee
- Taught Degrees Panel
- Admissions Committee
- Admissions Executive
- Senior Tutors' Committee (STC)
- Digital Education Strategy Review Group

KEY SKILLS YOU WILL DEVELOP

- Project planning
- Management
- Campaign management
- Being an effective representative (on committees and to various stakeholders with tools such as consultation and data collection)
- Negotiation and assertiveness
- Organisation and time management skills
- Presentation and public speaking skills
- Effective use of social media
- Engagement with the press
- Working independently or as part of a team.

KEY SU STAFF SUPPORT

- Policy and Change Coordinator
- Student Engagement team
- Communications Manager