

Vice President Access & Academic Affairs

Salary: £20,836

TERM OF OFFICE:

30/06/19 - 27/06/20

HOLIDAY:

24 days

+ 6 fixed closure days

+ 8 public holidays

The Vice-President Access and Academic Affairs represents students to the University, and external audiences. They lead on work including policy-making, 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.

Sabbatical Trustee 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

- The Academic Registrar
- Education Policy Support
- Undergraduate Admissions and Outreach

University Committees

- Council
- Education Committee (EdC)
- Curators of the University Libraries
- Joint Fees & Student Support Advisory Group
- Student Attainment Gap Working Group
- Quality Assurance Working Group (QAWG)
- Museums Board

- Quality Assurance Subcommittee
- Taught Degrees Panel
- Admissions Committee
- Admissions Executive
- Senior Tutors' Committee (STC)

Key SU staff support

- Education Policy Coordinator
- Head of Student Engagement and Communications
- Communications and Campaigns Manager

Key skills you will develop in your role

- 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.

In this particular role, you will also gain:

- In-depth knowledge of university structures, the UK Higher Education sector, and government educational policy
- In-depth knowledge of issues facing underrepresented applicants and barriers to fair access to Higher Education