



BUCKS STUDENTS' UNION OPPORTUNITY PROFILE

Role	Student Voice Officer
Department	Representation
Reports to	The Representation Team
Important dates	Student Leader training: Wednesday 25 and Thursday 26 September Union meetings as required
Opportunity	<p>Student Voice Officer is a unique opportunity to be part of the team driving the direction of the Union, ensuring students are firmly at the centre of Bucks Students' Union's, planning, development, and implementation of our strategic aims.</p> <p>You will work alongside the other Student Voice Officers, our full-time elected officers and staff to ensure the charity meets its objectives and continues to operate in the best interests of its members</p> <p>As a Student Voice Officer, you will represent students from groups with shared interests, experiences, or backgrounds to make the Students' Union more diverse and inclusive and build community.</p> <p>We are particularly looking for students from all backgrounds including a range of ethnicity, age, gender, level and mode of study, and academic schools.</p>
Responsibilities	<ul style="list-style-type: none"> • Plan, create and lead campaigns related to the student experience, particularly for any groups they represent • Involvement in Union and University committees to further your input within the organisation and represent BNU students • Communicate with key stakeholders • Scrutinise reports from officers and staff regarding the operation and progress of the Union • Promote and support Students' Union events and activities, delivering a high-quality experience for our members
Standards required	<ul style="list-style-type: none"> • The post holder will be a current student • The post holder will need to act in a polite, friendly, and helpful manner. • The post holder will always display the highest standards of integrity and honesty • The post holder will observe high standards of punctuality <p>The post holder will be aware and respectful of equal opportunities and sensitive to diversity.</p>
Person specification	<ul style="list-style-type: none"> • General knowledge of students at BNU • Effective communication skills • Ability to work as part of a team • Basic digital skills • Ability to work in a democratic student environment and adopt the values of BSU

Time commitment	Time commitment will vary, estimated up to 50 hours across the academic year
Skills gained	<p>Participating in this opportunity will enable you to develop and practice the following skills:</p> <ul style="list-style-type: none">• written communication• teamwork• organisational skills• verbal communication• time management• marketing• citizenship• decision making• community awareness• problem-solving• leadership• cultural awareness• networking• creativity• project management• learn a new skill
Benefits	<ul style="list-style-type: none">• Paid an hourly rate of £13.46 (inc. holiday allowance)• Excellent career experience (e.g., committee experience, leadership, networking, time management)• Considerable opportunities for networking, training, and personal development• An opportunity to work within a dynamic student-led organisation, making a real difference for students at BNU• Working in a vibrant fun and exciting environment• Scope to gain experience in people and project management• Partake in policy-making within the Students' Union• Branded Bucks Students' Union hoodie• Invite to attend Union Awards
For more information, contact	<p>Lucy Ryan Student Experience Manager lucy.ryan@bnu.ac.uk 01494 601 600</p>