



BUCKS STUDENTS' UNION OPPORTUNITY PROFILE

Role	Student Voice Officer
Department	Representation
Reports to	The Representation Team
Locations	Most meetings will be held on the campus where your course is based or online, although you may occasionally be asked to travel to other campuses.
Important dates	Student Voice Officer training workshops (Attendance is mandatory at all sessions) • Friday 25 September • Wednesday 7 October • Wednesday 14 October • Wednesday 21 October Student Voice Officer committee • Monday 26 October 2026 • Monday 25 January 2027 • Monday 15 March 2027 • Monday 17 May 2027 Union and University meetings as required
Opportunity	The Student Voice Officer role is a unique opportunity to be part of the team driving the direction of Bucks Students' Union, ensuring students are firmly at the centre of the Union's planning, development, and implementation of our strategic aims. Working alongside fellow Student Voice Officers, our full-time elected officers, and Union staff, you will champion the needs, experiences, and priorities of students, helping us meet our objectives in ways that genuinely reflect and support our members. As a Student Voice Officer, you will work closely with student communities connected by shared identities, experiences, and interests. You will amplify their voices, advocate for their needs, and support inclusive decision-making to ensure the Students' Union is representative, accessible, and community led. We are particularly keen to hear from students across a wide range of communities, including different ethnicities, ages, genders, levels and modes of study, and academic colleges, to help ensure all student voices are heard and valued.
Responsibilities	• Plan and lead campaigns and/or advocacy initiatives that enhance the student experience, particularly for the communities you represent. • Participate in Union and University committees, ensuring BNU students are effectively represented. • Represent the student voice on university panels, including validations, course amendments, and gross misconduct • Review and scrutinise Union reports to ensure accountability and alignment with student priorities. • Build and maintain relationships with key stakeholders • Promote and support Students' Union events and activities

Standards required	The post holder will: • Be currently studying an FE or HE qualification at BNU • Follow all policies and procedures of the Students' Union. • Respect democratic structures and adopt the values of Bucks Students' Union • Maintain a polite, friendly, and helpful attitude • Demonstrate honesty, integrity, and a strong work ethic • Observe high standards of punctuality • Respect equal opportunities and show sensitivity to diversity • Show awareness of ethical and environmental considerations in the workplace sensitive to diversity.
Person specification	• General knowledge of students and student life at BNU • Effective communication and interpersonal skills • Ability to work collaboratively as part of a team • Understanding of, or interest in, representing diverse student communities • Ability to listen to and reflect the views of others • Confidence to contribute to discussions and challenge constructively • Good organisational and time management skills • Ability to work in a democratic student environment and adopt the values of BSU
Time commitment	Time commitment will vary, estimated at up to 50 hours across the academic year
Skills gained	Participating in this opportunity will enable you to develop and practice the following skills: • 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	• Paid an hourly rate of £14.24 (inc. holiday allowance) • Excellent career experience (e.g., committee experience, leadership, networking, time management) • Considerable opportunities for networking, training, and personal development • Scope to gain experience in people and project management • An opportunity to work within a dynamic student-led organisation, making a real difference for students at BNU • Branded Bucks Students' Union hoodie • Invite to attend Union Awards
For more information, contact	Lucy Ryan Student Experience and Advocacy Manager lucy.ryan@bnu.ac.uk 01494 601 600