

## Student President Role Description

### **Role overview**

The Student President works with GSA and the Students' Association to the benefit of students across the school, across academic and welfare issues. They contribute to and influence learning and teaching strategy and student welfare matters across the school. They lead the Sabbatical Team to publicly represent the student voice, and advocate and campaign on issues which matter most to students. They promote student involvement in the Students' Association and support and develop student led structures like the SRC and Student Representation Roles across the school.

**Keywords:** Representation, Activism, Strategy, Negotiation, Education, Advocacy, Campaigning, Welfare, Equality, Policy.

### Areas of responsibility and duties of both Sabbatical Officers:

- Executive Trustee of the Students' Association, forming part of the Board of Trustees
- Director of GSASA Ltd, forming part of the Board of Directors
  - As a Director of GSASA Ltd, act as a line manager to the General Manager of GSASA Ltd
- Working towards the charitable aims and objectives of the Association
- Coordination of the Student Representative Council
- Promote student involvement in the Association
- Attend and speak at official Glasgow School of Art events and ceremonies as appropriate e.g. induction talks and graduation.
- Representing the Students' Association and its members to the institution and the outside world as appropriate.
- Work closely with the other Sabbatical Officer on campaigns, celebrations and awareness events . Some of these may relate to Sabbatical Officers' objectives, but others are reactive, depending on issues that arise throughout the year.
- Represent sustainability and environmental concerns at GSA/SA and promote sustainability
- Promoting equality, diversity and inclusion for students within GSA/SA

- Promoting student wellbeing and welfare

## Areas of responsibility for Student President

- Currently sits as Chair of the Board of Trustees for the Students' Association
- A member of the Board of Governors for Glasgow School of Art
- Meetings of the whole Student Representative Council, including the Annual General Meeting
- Academic representation
- Student welfare representation
- The Lead Rep Programme
- Lead: GSASA Constitution and Governance
- Library and teaching resources
- International Students' academic and welfare interests
- Harassment and discrimination at GSA/SA
- Equality, diversity and inclusion
- Promoting student mental and physical health and wellbeing

## Duties specific to Student President

- Convene the Student Representative Council Annual General Meetings
- Represent and advocate for students
- Maintain the GSA Students' Association Constitution
- Lead on the development and delivery and chair the Directors' Forum
- Contribute to and influence the GSA's learning and teaching strategy both through participation in committees and other meetings with key GSA staff, to ensure that student interests are effectively represented.
- Contribute to and influence the GSA policy to represent student welfare interests and represent students' rights
- Liaise and work with external and internal stakeholders, including Students' Association members and staff, Glasgow School of Art, external organisations such as Student Partnerships in Quality Scotland (Sparqs) as required to successfully deliver projects, policy and campaigns relating to the academic experience.
- Identify and represent structural barriers experienced by students within GSA/SA
- Liaise with the student engagement team and Vice President Events Convenor to identify emerging welfare concerns
- Oversee the recruitment and training of Lead Reps and the development of class representatives and feedback through the GSA Student Voice structures;
- Oversee the management of the Association, on behalf of the Council, including finance, personnel, organisational and strategic planning

- Organise student campaigns and events, and act as a spokesperson for the student body, both inside and outside GSA

## Key relationships for the Student President

- **GSA Students' Association:**
  - Events Convenor
  - Student Engagement Team
  - Management of GSASA
  - Members of the SRC Societies Committee
  - Members of the SRC
- **Glasgow School of Art**
  - GSA Executive
  - Director of GSA
  - Deputy Director, Academic
  - Heads of School
  - Learning and Teaching staff
  - Library and Learning staff
  - Student Support and Development
  - Sustainability Coordinator
- **Students:**
  - Student representatives, in particular Lead Reps and Class Reps
- **External:**
  - The Quality Assurance Agency for Higher Education (QAA Scotland)
  - Student Partnerships in Quality Scotland (SPARQS)
  - Other Students' Associations in Scotland and the UK
  - Relevant Scottish Government initiatives

## GSA Committees the Student President sits on:

- Board of Governors
- Academic Council
  - Joint Appeals Committee
  - Discipline Committee
  - UoG/GSA Joint Liaison Committee
  - UoG/GSA Academic Standards Committee
  - Programme Amendment and Course Approval and Amendment Group (PACAAG)
- Learning and Teaching Committee
- Research and Enterprise Committee
  - Research Degree Sub-Committee

- Undergraduate and Postgraduate Committee (UPC)
- Joint Programme Committee
- Boards of Studies (Student Voice)
- Staff Student Consultative Committees (Student Voice)
- School Forums (Student Voice)
- GSA Occupational Health & Safety Committee
- Sustainability in Action Group (alongside Students' Association staff)
- Estates Committee
- Business Committee
- HR Committee
- All Committee meetings 2019/20 TBC

## Role information for Sabbatical Officers

- Duration of this position is **fixed term 12 months**, July 2019 to July 2020.
- This role is based in **Glasgow**, in the GSA Students' Association building, 20 Scott St.
- This is a **full time position, 37.5 hours a week**.
- **Flexible working hours:** Usual office hours in the Association are 10-5.30pm. The role will also involve occasional evening and weekend work on programme events and will involve meetings during GSA's office hours of 9-5pm. Overtime is not paid but can be taken back as TOIL.
- **Holidays:** 28 days (equivalent to 5.6 weeks) a year. (The Students' Association usually closes over the winter break for a period of 2 weeks.)
- **Training:** Induction training, Trustee training, Governor training (for Student President), SPARQS training, and other role specific training identified by the Sabbatical Officer and the Students' Association.
- **Handover period:** New Sabbatical Officers are required to attend a 2-week handover period with the existing Sabbatical Officer, at a mutually agreed upon time, between mid-June and mid-July 2019.
- **Trustee responsibilities:** The Sabbatical Officers of the Students' Association are also Trustees of GSASA SCIO, overseeing the financial, legal and strategic activity of the organisation. Sabbatical Officers will receive Trustee training to understand this role and the responsibilities attached to this position.

### Eligibility:

- **All members of GSA Students' Association are eligible to apply.** This means that candidates must be currently matriculated students and have opted into becoming a member of the Association prior to standing. You can become a member of the Association by filling out this form on CANVAS and returning it to the Student Engagement Team.
- Candidates must be 18 years old.

- Candidates must not have previously been elected to and held a Sabbatical position in the Association for two years.
- No candidate must stand for more than one position during this election.
- You cannot apply for the position of a Sabbatical Officer on a part time or job share basis.
- Charity regulations state that Trustees must not have been convicted of an offence involving deception or dishonesty (unless the conviction is spent) and you can not have a history of bankruptcy.
- Candidates must be eligible to carry out full-time work in the UK. There is provision within Tier 4 visa to apply for leave to work as a full time Sabbatical Officer, if elected, arranged in conjunction with GSA. If you are unsure about your eligibility to work, speak to the Student Engagement Team when you collect your nomination pack.