

CANDIDATE PACK

POSTGRADUATE OFFICER

YORK ST JOHN
STUDENTS' UNION



WELCOME

York St John Students' Union is a democratic, charitable organisation. We exist to ensure our members (students) have the best possible time whilst studying at York St John University. We are founded on our vision and values which govern how we run and shape our fundamental beliefs as an organisation.

OUR VALUES

➤ Inclusive

Provide activities and spaces that make students feel that they belong.

➤ Transformative

Ensure that the Students' Union provides opportunities and experiences that positively change lives.

➤ Challenging

Constantly critique and question what we and our partners do to ensure that we are always striving to act in the best interest of students.

➤ Empowering

Equip students with the skills, opportunities, and experiences to enable their success.

➤ Fun

Make student life at York St John University enjoyable and rewarding.

The Students' Union is led by three full-time elected officers, in addition to a team of part-time officers, who share responsibility for the organisation. Each year, students stand for election for these positions and those who are elected by their fellow students serve for one year.

Whichever role you choose to stand for, it's an important job. Officers have the responsibility for ensuring that the views of students are effectively and equally represented within the Students' Union and the University.

By reading this candidate pack, you've already taken your first steps to being a part of one of the Students' Union's busiest periods! After Welcome Week, our annual elections is our biggest event and you'll see our entire community come alive as candidates go out to gain votes.

Once you've decided to stand for one of our roles, you'll need to get online and nominate yourself. Visit ysjsu.com/vote and log in using your University details.

Nominations are open from **29 January** to **12 February**. If you have any questions about elections, please contact us via email (su.elections@yorksja.ac.uk)

THE ROLE

🚩 Job Title

Postgraduate Officer

🚩 Salary

Voluntary, Part-time

🚩 Contract Length

1 year (1 July 2021 to 30 June 2022)

The Role

The Part-time Officers shall be responsible for the duties and remit set out in the Part-time Officers' Role Descriptions, which shall include:

- (a) Bringing student issues to the attention of Student Council and leading on resolving them.
- (b) Attending relevant University committees, boards and panels as required.
- (c) Acting as a point of contact between the Union and University on academic and general student matters relating to students in their respective community.
- (d) Create and deliver campaigns which present long-term positive impact for the students of York St John University with a focus on issues affecting Post-graduate students.

Benefits

Being elected as a YSJSU Officer is a unique opportunity to develop key leadership and negotiation skills, acting to deliver positive impact on the experience of more than 7000 student members.

As a Part-time Officer you will be recognised for your work by receiving the HEAR (Higher Education Achievement Report) which aims to boost your employability profile for life after graduation.

You will receive training from the Students' Union staff and officer teams prior to meetings and will be given the ability to design and run your own campaigns with the assistance of the staff and Presidents.

Person Specification:

The role is elected by the Students of York St John University so be yourself but also be willing to speak up, listen and act on all matters relating to your elected responsibility.