

City Students' Union

Opportunity Profile

This opportunity profile is designed to give you an idea of what your position with the organisation will involve. It highlights the commitments, skills and benefits you can expect taking up the role.

Role: Black and Minority Ethnic Students Officer

Department: Executive Committee

Opportunity: To act as the primary representative for black and minority ethnic students for City University London Students' Union, represent and campaign on issues particularly affecting those students, and make sure that their issues and concerns are a core part of the decision making of the Executive Committee and the Students' Union

Benefits: Training & Development, skills development, some expenses, positive and creative working environment, teamwork.

Duties and Responsibilities: To be an Executive Committee member and represent the needs and opinions of black students to the Executive, SU and University. To attend the NUS Black Students Conference. To be responsible for convening and chairing democratic meetings of Black and Minority Ethnic Students. To act as the recognised spokesperson for the students from Black and Minority Ethnic heritage and to encourage the participation of these students in the work of the Union and the life of the University. To provide feedback on various aspects of the University and the student experience both to the University and to the student body. To advocate and engage students in Students' Union campaigns as set out by the Executive Committee. To sit on Union appeals panels when invited. To take an active role in Union decision making as a member of the Union Executive Committee & to attend and be responsible to Students' Union Council. To attend appropriate University meetings, in particular the City Communities Working Group. To actively ensure Students' Union and University policies protect the rights of and promote the involvement of Black & Minority Ethnic students in the SU; and to identify any short comings when Equal Opportunities are not being implemented. To produce campaign materials and resources to inform and educate all students about Black & Minority Ethnic Students' issues, particularly those surrounding discrimination and racism and campaign against racism. To work with organisations such as but not exclusively; NUS. To run appropriate campaigns specific to Black communities on campus, with resources and other support from the Students' Union.

Training and Support: The post holder will benefit with ongoing training through the year, including on things such as campaigning, communication, chairing and meeting management. The post is fully supported by professional staff within the Students' Union and also works in collaboration with University staff.

Skills gained:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Written Communication | <input checked="" type="checkbox"/> Citizenship | <input checked="" type="checkbox"/> Creativity |
| <input checked="" type="checkbox"/> Teamwork | <input checked="" type="checkbox"/> Decision making | <input type="checkbox"/> Environmental awareness |
| <input checked="" type="checkbox"/> Organisational skills | <input type="checkbox"/> IT skills | <input checked="" type="checkbox"/> Project management |
| <input checked="" type="checkbox"/> Verbal Communication | <input checked="" type="checkbox"/> Community awareness | <input type="checkbox"/> Learn a new skill |
| <input checked="" type="checkbox"/> Time management | <input checked="" type="checkbox"/> Problem solving | <input checked="" type="checkbox"/> Other: Click here to enter text. |
| <input type="checkbox"/> Marketing | <input checked="" type="checkbox"/> Leadership | |
| <input checked="" type="checkbox"/> Delegation | <input checked="" type="checkbox"/> Cultural awareness | |
| <input type="checkbox"/> Financial management | <input type="checkbox"/> Numeracy | |
| | <input checked="" type="checkbox"/> Networking | |

Time commitment: As the position is voluntary, we recognise that this position is held by students alongside their studies and make allowance for this. We would recommend allowing at least 2 hours a week plus time at meetings. There is also administrative and Sabbatical help and support for all elected students to enable them to carry out their role effectively. The Post's term is 12 months from July 2017.

Qualifications/ Experience Required: An interest in representing Black and Minority Ethnic Students. Candidates should be a student in the 2017-18 Academic year and should self-define as black or minority ethnic student.

Method of appointment: Election

Venue: Northampton Square

Responsible to: Union Council

Operates alongside: The Executive Committee, Students' Union Staff, University Staff.

For further information contact:

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