

# Role Description

<b>Post:</b>	<b>Network Chair</b>
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<b>Role Type:</b>	Voluntary
<b>Hours:</b>	4 hours per month, on average
<b>Responsible to:</b>	University of Plymouth student body & Network Members
<b>Accountable to:</b>	University of Plymouth student body & Network Members
<b>Supported by:</b>	Student Voice Team

<b>Post Holder</b>	1 per Network	<b>JD last reviewed</b>	July 2024
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## Role Overview

- To work with the members of the Network to represent the wider student community and improve their university experience on matters defined by the particular Network demographic by facilitating the collation of student feedback.
- To provide a space for students to connect with others who share their identity and experiences.
- Lead the Network, building a strong relationship with Network members to ensure an active and representative body of students.
- To be the main Network contact for the SU, University and wider student body.

## Core Responsibilities

### Lead the Network

- Along with its members, creating a vision for the Network.
- Organising and chairing events and meetings to engage with Network members.
- Engaging with members of the network in an open and democratic manner

### Representing the Network

- Being the main contact for the Network for the SU, the University, and external organisations.
- Working with the relevant Sabbatical Officers and the SU to promote the interests of the Network.
- Attending and contributing to the Open Meetings and Annual Student Meetings, whilst encouraging Network members to also attend.

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- Ensure that the Network is representative and champions the views of all its members within the SU, to the University and to the wider student body.

### **Engage**

- Running regular Network meetings or socials to hear from members.
- Working with the SU to run events and socials that will benefit your members.
- Communicating with Network members through emails and in-person.
- Ensure any decisions are agreed upon amongst the majority of members.
- Liaise and collaborate with other Network Chairs, where relevant.
- Ensure members are regularly updated on what is happening through the Network newsletters.

### **Campaign**

- Support the Network members to campaign for change on issues relevant to your members, in liaison with the Student Voice Team.
- Work with the SU to develop an effective and sustainable campaign strategy.

### **Specific Duties:**

- To be the key representative link between the student body, the University and UPSU.
- To proactively engage with the student body, through in person and digital methods and collate any feedback relating to the experience of students framed by the particular demographic of the Network.
- Present student feedback at relevant meetings in a constructive and professional way.
- Work closely with the relevant UPSU Sabbatical Officer to present student feedback to the university, where appropriate.
- To uphold the democratic principles of UPSU and to act in a fair and unbiased way.
- To behave in a manner than maintains the good reputation of UPSU, the University and the role.
- To be an advocate for UPSU campaigns and engagement opportunities, including UPSU Elections and the UPSU Annual Student Meeting.
- To engage fully in UPSU democratic processes and to be accountable to the student body.
- Ensure an effective handover to the next Network Chair.

## **Person Specification**

### **Essential**

- Must identify as being a member of that group:
  - Apprenticeship Network
  - BAME Network
  - Care Leavers Network
  - Environment & Sustainability Network
  - First Gen Network
  - International Students Network
  - LGBTQ+ Network
  - Mature Students Network
  - Men's Network
  - Postgraduate Students Network
  - Students with Disabilities
  - Women's Network

### **Ideal qualities and skills:**

- Strong leadership skills
- Reliable and prepared to commit time to the role
- Good communication skills and confidence communicating with peers
- Good at time-keeping and organisational skills
- Excellent discipline
- Ability to represent the views and ideas of others, even when these are not in accordance with your personal opinion
- Creativity, innovation and problem-solving skills

**Skills gained:** Participating in this opportunity will enable you to develop and practice the following skills:

- Communication skills
- Organisation skills
- Meeting skills – you will gain experience of attending and contributing to representative meetings such as Network meetings, Open Meetings, and the Annual Student Meeting
- Teamwork – you will be working collaboratively with the Network members and other Network chairs to achieve a goal
- Leadership skills

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