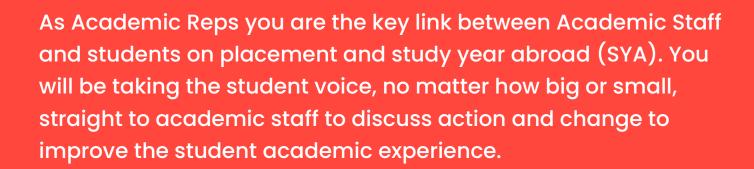
Role Descriptor

Academic Rep

(Placement & SYA)



Duties and Responsibilities

- Proactively collect and represent students' feedback on placements and study year abroad from your cohort ensuring that feedback is: Accurate, Balanced, Constructive, Depersonalised & Evidenced
- Seek to resolve issues informally where possible with the appropriate staff member.
- Contribute agenda items for discussion at the Student Staff Liaison
 Committees. Having discussions with Academic Staff highlighting both
 what is working well, what could be improved within the experience of
 students on placements or SYAs, as well as contributing opinions on
 department projects and data.
- Working with Academic Staff & The SU in communicating progress and outcomes of students' feedback back to your cohort



Extra Information

Meeting Commitments & Training

ONLINE Academic Rep 101 Training / 1 ½ hour

Student Staff Liaison Committee / 2 per semester / 1-2 hours

If meeting is not hybrid or you cannot attend due to placement commitments, you are expected to send in comments regarding your thoughts on the agenda items.

Skills Development Opportunities

Confidence	Organisation/Planning
Decision making	Communication
Teamwork	People management
Time management	Problem Solving

The SU provides additional development training for other skills you wish to develop. Please check our <u>Student Leader Hub</u> for more information.

Key SU Contact

SU Education Officer / <u>SUeducation@bath.ac.uk</u>

SU Voice Team / su-voice@bath.ac.uk

