



SU PRESIDENT - ROLE DESCRIPTION 19/20

Salary: Point 12 of the University Single Pay Spine (currently £19305)

Updated: 24th September 2019

Reports to: SU Board of Trustees

Role Description

Together with the Vice President, the President ensures that students are represented at every level within the University, locally and nationally, and oversees the effective day to day running of Harper Adams Students Union. The President's further responsibilities include generation and oversight of the Students' Union events programme, leading the strategic processes of the organisation, and ensuring effective democracy within the Union.

Principal Duties

- To represent the students of Harper Adams University to University (Senior) management, academic and administrative structures and externally, ensuring the student's voice is effectively heard.
- Actively contribute to the development of the Union Strategy and objectives- identifying targets and measuring achievements as appropriate.
- To be an active leader in advancing and promoting the agreed strategy of the Students Union.
- To uphold the democratic system of the SU, and be accountable to the membership.
- To ensure that the SU policies are adhered to, and updated accordingly.
- To ensure that the activities of the Union reflect the demographics of the membership, and that their interests are recognised appropriately.
- To ensure that the activities of the Union adhere to, and promote behavioural standards expected by the Students Union and the University's Code of Conduct.
- To ensure that the SU finances are managed sustainably, and in accordance with the requirements of the Charities Commission and all relevant legislation.
- To ensure that the needs and voice of the SU membership are accurately represented at the University Board of Governors meetings.
- To execute the duties of the office of President to highest standard, ensuring the position is properly held accountable and held in the highest regard.
- Role specifics, working within Harper Adams Students Union

Representation

- To act as the principal representative of the Students of Harper Adams University externally, and internally to the University.
- To manage all press and external engagements, ensuring an accurate and positive presentation of the students and the Union.

Organisational Leadership

- responsibility (alongside trustees) for the supervision and performance of the Union manager.
- lead, support and empower the SU executive committee
- delivery of the required democratic activity including the AGM
- To be responsible for the effective delivery of democratic Elections processes, overseeing the processes and operational activity as required.
- To report to the trustee Board as required, detailing the performance of the Union, and progress of the Strategic plan.
- To take the lead on the Unions work in developing strong and positive relationships with the community in the locality of the University, and the nearby town of Newport.
- To provide guidance and support to the student committees of the Union (including but not limited to the Ball committees)

Commerical Activity

- To ensure an effective social programme is in place for the academic year, ensuring the activities adhere to the expected standards of the University, and reflect the diversity of interests and needs of the Unions membership.
- To ensure an effective social programme is in place for FRESHERS, ensuring the activities demonstrate the wide range of opportunities new students have, acknowledging the differing needs and expectations of our membership. Such a programme should demonstrably adhere to the expected standards of the University, and policies of the Union.

Student Activities

- To oversee the activity and support of the Clubs and Societies of the Union, as appropriate.
- Working with Harper Adams University
- To be the Student Governor on the Harper Adams University Board of Governors, delivering such responsibilities as are defined within the governing documents (including reporting on Union activity, and presenting the Unions audited accounts)
- To actively represent the Students, and the Students Union, on University Committees, including Academic Board
- To act as an ambassador, leader and promoter of the non-academic student experience within the University community.
- To ensure that the University Senior Management is informed of the SU activities and initiatives within the area of the responsibility of the role.
- To form and develop productive and professional relationships with key University depts., including (but not limited to) Student Services, Estates, Porters, Domestic Services, and Marketing.
- To undertake any other duties agreed by the Board of trustees that are commensurate with the role, and that may be required from time to time.
- This is a description of the post as it is presently constituted. The Students Union reserves the right to periodically examine an employee's JD and to update or amend in order to ensure it delivers the needs of the Union.

What could YOU bring to this role?

Keep an eye out for the role during the SU elections in term 2, for a chance of holding this amazing position