

Why become a Course Rep?

What is a Course Rep?



- Course Reps are students who volunteer with Arts SU to represent the students on their course to the University.
- By representing students' voices, and working with UAL staff, Course Reps can influence issues like:
 - Curriculum design,
 - Facility access,
 - Organisation and communication,
 - Sense of community,
 - Teaching quality.

What do Course Reps do?



Course Reps are student volunteers who work to improve the academic experience of everyone studying on their course.

Students volunteer at the start of the academic year

SU provides reps with training and skill development

Reps gather and relay feedback from students on academic issues and student experiences

Reps attend meetings with course staff and deans

Reps get access to free social events, rep of the month competitions, and workshops

What does the role entail?

- **Speak with other students on your course** about their experiences, gathering positive feedback and any challenges which are being faced.
- Represent student views to University staff in smaller meetings once/twice a term and a **Student and Dean Forum twice a year**. (This means you and other reps in your School can raise bigger issues directly with your dean, a senior member of staff who can address these larger issues!)
- **Pass on positive feedback** (so the good bits stay the same!).
- **Work with staff** on changes and solutions to positively develop the course and **feedback changes to your cohort**.

Here's the full role description



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COURSE REP ROLE DESCRIPTION

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Course Rep Role Description

The Role

As a Course Rep, you will represent the views and interests of students on your course. You will work closely with other reps, Arts SU, and university staff to make positive change for UAL students.

Why become a Course Rep?

If you're passionate about making UAL better, empowering students' voices, want to challenge yourself to grow and devise creative solutions to the challenges students face – get involved.

What does a Course Rep do?

- 1-2 hours a week during term time (inclusive of x6 Course Committees per year and x2 Student & Dean Forums per year).
- Represent the views and interests of students on your course.
- Work with your course team to improve the student experience.
- Act as an intermediary between Arts SU, the university staff and students on your course.
- Attend meetings (Course Committees as well as Student Dean Forums) to raise feedback submitted by students.
- Provide constructive feedback on the wider student experience on your course.
- 'Close the feedback loop' by reporting back to students
- Signpost students needing support to relevant support services, run by the University or Arts SU.

Benefits:

- Connect with students across UAL.
- Develop skills in empowering creative voices, problem solving, communication and team working.
- Grow confidence in representing yourself and other creatives within the Arts.
- Develop an understanding of Arts education and the challenges facing students today.
- Social and personal development opportunities provided by SU & UAL.
- Shape the future of UAL and Arts SU.
- Launch pad to further representation opportunities at Arts SU i.e NUS Delegate, School Rep or Sabbatical Officer.

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How do I become a Course Rep?

Course Rep recruitment runs in September and October each year. Vacant positions are filled on an ad-hoc basis as required.

- Course Rep recruitment runs in September and October each year. Vacant positions are filled on an ad-hoc basis as required.
- You must be a current UAL student and will be studying in the year you will be a representative.
- No previous experience required; only enthusiasm and a willingness to learn.
- We encourage students with characteristics currently underrepresented in Higher Education to volunteer themselves for this role, including Black UK-students, International students, disabled students, Women, LGBTQ+ Students, Trans Students, Commuter Students, Students with Caring Responsibilities and Part-time Students.
- More information on how to become a Course Rep can be found by on the Arts SU Website or speaking with your Course Leader.

What training and support will I receive?

- In-person and/or online training delivered by Arts SU staff.
- Optional online training modules to enhance skills and knowledge.
- Socials throughout the year
- Course Rep Surgeries throughout term time.

What happens if expectations aren't met?

- If we have concerns that you're not carrying out the role, we will get in touch to see if everything is OK, that you are getting the support you need and are happy in the role.
- If you don't respond or continue to disengage, we may politely ask you to step down from the role.
- If you're struggling to balance commitments, please communicate this to fellow course reps.
- If you can't continue in the role, contact Arts SU so we can ensure the role is filled. It's important that students are represented, and that is only possible with a full course rep team.
- If you feel that we are not meeting your expectations – get in touch. We will try to address any issues and value your feedback.

Questions about the role? Get in touch with the team via course reps@su.arts.ac.uk
If you have a more serious concern about our work, you can get in touch with:
Helena Schofield, Representation and Democracy Manager (h.schofield@su.arts.ac.uk)

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Why should I put myself forward?

- You can **make a difference on your course** and in your College for your course mates and yourself.
- You will **develop a unique skillset** that will benefit you throughout your time at UAL and beyond.
- You have **access to the support of your Union**, and we want to work with you.
- You will **expand your network**, working with staff and students on your course and across the wider College/UAL community.
- You will have **access to exclusive social events**, as well as a range of **academic development opportunities**.

What have former Course Reps said?



"I gained a better understanding of how the structure at University worked. It helped me pursue a career in an education institution."

"For someone who enjoys meeting new people, going to course meetings is really interesting. I got to meet people working in Mental Health and in the Library, etc."

"Nosy as I am, I also liked hearing feedback from other years of the course. Seeing the changes being implemented and seeing where the years differ in terms of interests. This way I got to meet people from the other years as well."

"I enjoyed talking to our course leader about the structure of the course and understanding why it is built the way it is built "

How to put yourself forward



Your course leader will provide you with the SU supporting information including a copy of the role description and the link to register with us!

We would ask for all course reps to register by:

- **Wednesday 11th October (for FE and undergrad students) or**
- **Wednesday 18th October (for postgrad students).**

We look forward to meeting and working with you soon!



Thank you!

If you have any questions, you can contact us via
coursereps@su.arts.ac.uk

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