

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.

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 coursereps@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)