

Candidate Brief for the position of **BAME Student Trustee**



Who are we?

The Guild is a successful, vibrant and exciting organisation, with an extensive history leading the student movement and a bright future ahead. A registered charity, we are the students' union for more than 37,000 students at the University of Birmingham.

We represent our members to the University and aim to be the authoritative voice on the issues that matter the most to Birmingham students. We help students develop skills outside of study, have fun, meet new people and make sure that they can get the best from Birmingham! You can find out more about our work at guildofstudents.com/about/who-we-are

We're very proud that our work for Birmingham students has been recognised as sector-leading and we've recently been awarded:

- National Union of Students Union of the Year 2018
- National Union of Students Quality Students' Unions – Excellent Award
- Green Impact Students Unions - Excellent Award
- Best Bar None – Gold Award

It's an exciting time for the Guild, as we look to continue this excellence through the work of our strategic plan, and a strong and active Trustee Board will be essential as we move forwards.

Our Vision

Make the most of University life!

Our Values

Inclusive - embracing diversity in all its forms

Representative - standing up for the issues that matter

Supportive - offering help and advice when needed

Fun - making Birmingham the best place to be

How the Guild works

The Guild is led by elected officers, staff and volunteers. Students help run the Guild and are at the heart of our work.

The Trustee Board

The Board oversees the Guild. Comprised of sabbatical, external and student trustees with a wealth of experience, the Board ensures the good governance of the Guild. Its role is to ensure the Guild is legally, reputationally and financially viable.

Guild Officers

Every year, students elect officers to represent them and lead the Guild. Each officer looks after a different area of University life and it's their job to represent student views and improve the student experience at Birmingham. There are 7 full-time and 10 part-time Officers.

Staff

Our staff team, which includes 70+ core staff and more than 300 students working part-time, supports the Officer Team to achieve the Guild's plans. They also manage the Guild's departments and services.

Volunteers

Many students volunteer their time in different ways to support the work of the Guild – from student representatives and society committees to our mentoring and buddying schemes.



The Trustee Board ensures that the Guild meets the needs of its members and fulfils its responsibilities for the good governance of the Guild, in line with charity law. The role of the Trustees is to support the work of the Guild in line with our visions and values.

About the Role

The Guild is seeking to recruit an Black, Asian and Minority Ethnic (BAME) Student Trustee to join its Trustee Board. This is a fantastic opportunity to join an award winning multi million pound charity.

The Trustee Board is ultimately responsible for overseeing the affairs of the Guild.

Our Trustees must ensure that the Guild is well run and delivers the objectives for which it has been set up. They must also ensure that the Guild works for and with its membership in all that it does, with a collective responsibility for the strategic direction of the organisation.

In this unique role, you will gain invaluable skills and experiences, and be part of a team that makes key decisions regarding the long term future of the Guild. We are looking for individuals who are able to establish strong working relationships and take a cooperative approach to reach objective decisions.

The Guild values applications from a wide range of backgrounds that are reflective of the full diversity of Birmingham's community.

Character

The Guild are looking for a Student Trustee who will support the vision and values of the Guild:

- A good networker with relationship - building experience.
- A good understanding of the public, third or HE sector, and current HE issues.
- An interest in the work of Students' Unions and the needs of its members.
- Able to provide direction, and support in a way that inspires confidence in and commitment from others.
- Robust judgement and the ability to seek and challenge information to reach and take decisions.
- Passionate about our organisation and wants to make a difference to students at the University of Birmingham.
- Undisputed personal integrity and a personal style that demonstrates authority, commitment and consistency.
- Ability to assimilate and analyse information quickly in order to debate issues at strategic levels.
- Demonstrates willingness to engage with students and attend high profile events in order to gain greater understanding of the role of the Guild and foster strong relationships.

Responsibilities

The responsibilities of the Student Trustee are covered below:

- To actively contribute, together with the other trustees, the Officer Team and the Chief Executive to ensure that the Guild has a clear strategic direction that meets the needs of its members and is focussed on achieving these.
- To be an ambassador of the Guild, safeguarding and developing its reputation and values.
- To protect and manage the assets of the Guild, taking all due care over their security, ensuring that they are used exclusively in pursuance of the agreed objectives.
- To support the work of the Guilds' Trustee Board and Sub-Committees, where necessary, in the event of sickness, holiday or other exceptional circumstances.
- To adhere to all relevant Guild policy with particular reference to staffing, health and safety and the environment.
- To ensure that the Guild complies with its governing documents, charity law, company law and any other relevant legislation or regulations.
- To ensure that the Guild uses its resources exclusively in pursuance of its objectives.
- To contribute actively to the Board of Trustees, using any specific skills, knowledge or experience to help the Board reach sound decisions.

Time Commitment

- The role of a Trustee involves an average minimum time commitment of 2-3 hours every two months to attend the Trustee Board meeting (six times per year, generally on a Monday evening between 17:30 and 21:00hrs) and reading time to support those meetings. Occasional additional meetings of the Trustee Board are arranged, as required.
- Regular commitments on an annual basis include:
 - Two half development/away day Board meetings (usually prior to a Board meeting).
 - Attendance at Guild and University high profile events e.g. Elections Results Night, subject to availability.
- Student Trustees are appointed for a period of 2 years, or until their graduation.

Expenses

The role is voluntary and therefore unpaid. However, reasonable expenses, such as travel expenses will be reimbursed and the Guild can offer administrative support if needed.

Address

University of Birmingham Guild of Students
Edgbaston Park Road
Birmingham
B15 2TU

How to apply

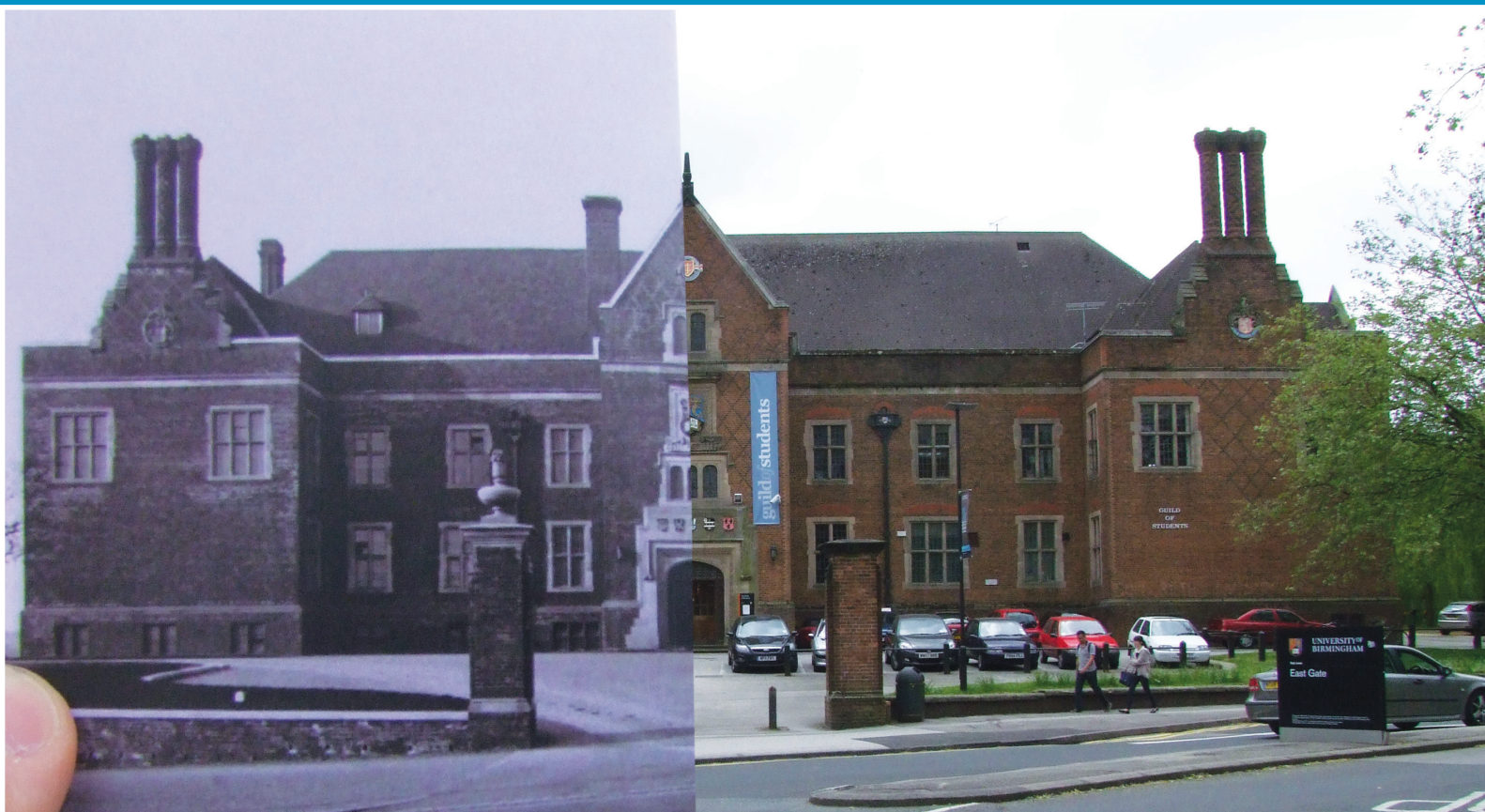
Download an application form and find out more information by visiting:
<https://www.guildofstudents.com/about/trusteeboard/trusteerecruitment/>

Complete and send applications to Sam Jones by 10:00am on Thursday 10th June 2021, via **s.jones@guild.bham.ac.uk**

Interviews will be held from 09:30 -14:00 on Wednesday 23rd June.

If you would like to talk to someone regarding this role, please email:
s.jones@guild.bham.ac.uk





University of Birmingham Guild of Students
Edgbaston Park Road, Birmingham. B15 2TU.

— *Your* —
Students' Union
University of Birmingham
guild of students