

Job Opportunity

# Students’ Association President Elections 2021

Looking to take a year out of studies?

Enthusiastic and hard working?

Committed to supporting students and issues affecting students?

# NESCol Students’ Association is looking to recruit by election:

**2 x Part Time Depute Presidents**

£ 18,755.68.\* pro-rata, part time, 17.5 hrs per week, fixed term for one year from July 2021 You will be able to fit this post around your study

* salary at time of writing

More information on this post can be found in the Election Pack which will be available on MyNESCol. Students can only stand for a post on the Campus at which they study. You will mainly be based at this campus but will be asked to travel to other campuses.

The Depute President will:

* + Engage with students on all campuses through training, activities, events, campaigns, surveys, class groups, working with Class Reps and one to one contact.
  + Respond to communication from students, College staff and external partners promptly and professionally.
  + May be asked to attend College Regional Board meetings where you will vote on college issues, hear about plans and policies and feed into these and report on student engagement activities representing the student voice.
  + Work closely with the College on issues related to the Student Learner experience
  + Attend training and attend meetings including College staff meetings, and class rep meetings
  + Deliver group sessions to students
  + Communicate matters of local and national relevance to and on behalf of students
  + Promote Equality and Diversity on all Campuses
  + Co-ordinate and support a Team of Officers and Volunteers
  + Ensure that the Association and its activities are visible and marketed including the maintenance of a Social Media presence
  + Work in partnership with outside agencies – National Union of Students, other Colleges and Universities.

The Depute President will work closely with the Regional President, Depute President and the Student Engagement Manager in ensuring operational and administrative procedures and policies are in place. Potholders will be responsible for all aspects of an active Students’ Association – Education; Events; Welfare; Democracy and Equality and Diversity on their Campus and work together on a Regional basis. The Depute President

will be required to cover in the absence of the President where necessary. They will be required to work flexibly to meet the needs of all students.

## Person Specification

**An interest in or experience of:**

* Working as part of a team
* Planning and budgeting
* Writing reports and/or delivering presentations
* Conducting and participating in meetings
* Delivering group work

## Skills required:

* Oral and written communication
* Numeracy
* Ability to work on own initiative and without supervision
* The ability to prioritise tasks and meet deadlines
* Team working
* Digital Literacy

## Qualities required for the post:

* Self-motivated
* Committed to working on behalf of students
* Committed to customer service and quality improvement
* Ability to relate to people
* Ability to develop positive working relationships
* Ability to remain calm under pressure

## Reasons to Stand for Election:

* Being a representative for all North East Scotland College students.
* Take a leading role in decision making opportunities that shape the future of the Students’ Association and enriches the student experience.
* Work closely with College staff and having an input at staff meetings and committees.
* Represent North East Scotland College at national level, becoming involved in national campaigns working alongside and supported by NUS and NUS Scotland
* This post provides you with the opportunity to meet and talk to different people, working to deadlines, develop new skills, organising others and feeling that you are making a difference. An elected role at the Students’ Association will become a unique addition to your CV and will help you stand out to future employers or training providers.

## If you would like to run for election, you will need...

* Attend Elections training and Candidate briefing session 
* to create a manifesto (a statement of what you will do if you are elected) 
* encourage students to vote for you

## Election Packs

Election packs can be requested from and must be returned to: Eilidh Fulton, Student Engagement Manager, e.fulton@nescol.ac.uk

Nominations open: Tuesday 8th February 2022

Nominations close: Tuesday 22nd February 2022

Voting opens: Tuesday 8th March 2022

Voting close: Thursday 10th March 2022

## Any Questions? Contact Eilidh Fulton, e.fulton@nescol.ac.uk