

Course Rep Role Description

The Role

Course Reps volunteer to **represent** the **views** and **academic experience of students** on their course. You will work closely with other reps, Arts SU, and university staff to influence positive changes for UAL students. Course Reps are **active representatives** of the Students' Union, engaging in our democratic processes such as elections.

Why become a Course Rep?



If you're passionate about **influencing change** at UAL, **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 of volunteering a week during term time (inclusive of Course Committees attendance).
- 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.
- Actively engage in the Union's democratic processes such as voting in elections and attending forums.
- Attend meetings Course Committees and other SU meetings/ 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.



Importantly, this box contains the core aspects of the Course Rep but beyond these, the role is what you make it! We love to see how our Reps bring their own approaches and creative problem-solving skills to the role.

Benefits:

- Connect with students across UAL through the Course Rep community.
- 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.
- Personal and professional 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 School Rep or Sabbatical Officer.
- Attend exclusive workshops and events such as our annual Rep Conference



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.



- You must be a current UAL student and will be studying in the year you will be a representative.
- You must speak to your Course Leader before signing up on our website.
- No previous experience required; only enthusiasm and a willingness to learn.
- We encourage students from backgrounds and experiences that are 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 on the Arts SU Website or by speaking with your Course Leader.

What training and support will I receive?



- In-person and/or online training delivered by Arts SU staff.
- Online training resources to enhance your skills and knowledge.
- Support for the Education Quality Team. If you have any issues, you email us at coursereps@su.arts.ac.uk

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

