



ROLE INFO

Role title:	Vice President Education
Salary:	£24,248
Full/Part Time:	Full-Time, one year contract
Contract Term:	Fixed term, July 1st 2025 to June 30th 2026
Hours:	35 hours per week
Eligibility:	Open to current University of Essex students and current Student Leaders who've run for one year or less, who are eligible to work in the UK at the start of employment.

ABOUT US

The Students' Union at Essex is on a mission to become **the world's most student-centred organisation**.

It sounds bold, and it is. But we believe that every single one of our 13,000 members deserve nothing less. We're dedicated to help students have the best experience possible at the University of Essex.

And we're pretty good at it too. Students ranked us as 7th best Students' Union in the country in the annual Whatuni Student Choice Awards 2024, the 6th year in a row we've been voted in the top 10.

And we need more brilliant people who share our ambition, to join in and help us create the next, most exciting part of our journey.

OUR VALUES

At Essex SU, we're not like other Students' Unions and we don't want to be. We're proud of our values (we call them our tattoos), which guide the way we work:

- **Powered by students** – everything we do comes from our members
- **Shoulder to shoulder** – 13,000+ students and staff, standing together
- **No bullshit** – we promise to tell it like it is, no spin and no red tape
- **Work hard, play hard** – because life's about both
- **Always challenge** – the Essex spirit is in our DNA and we'll fight to uphold it



VP EDUCATION

Who you'll be:

- Passionate about improving the student experience at Essex.
- Ambitious, self-motivated, and adaptable.
- Empathetic and care about student issues.
- Open, inclusive, and non-judgemental.
- Diplomatic and approachable.
- A confident leader who inspires others and builds relationships.
- Detail-oriented, solutions-focused, and eager to drive change.
- Reading and responding to University papers and student feedback.

**OBSESSED
ABOUT YOUR
EDUCATION?
US TOO.**

What you'll do:

- Represent students' academic interests to the University, including policies, curriculum, assessment, and student experience.
- Help inform academic policy, student experience strategy and stakeholder relationships within the Students' Union and University on behalf of members.
- Address academic issues impacting education quality for members. Working to improve teaching standards, feedback systems, and overall educational quality. Collaborating on relevant projects to achieve these aims.
- Raise awareness of educational issues and student experience issues that link to the learning experience, gather feedback, and ensure members' needs are met.
- Influence university decisions on academic quality, experience and resources for members.
- Represent the Students' Union on relevant university committees, including but not limited to Senate, Education Committee, Research Committee, Ethics Committee, Strategic Partnerships Advisory Committee, Academic Quality and Standards Committee, Rules of Assessment Advisory Group and various project groups.
- Oversee the Student Rep system in collaboration with the SU Education team to recruit, support and represent Student Reps in student voice work.



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- Work closely with the SU Education Team and the Convenors to represent students, affect policy change, lead campaigns and develop student experience at Essex.
 - Develop relationships with stakeholders across the University and Students' Union to assert authority as the point of contact for student representation on academic experience.
 - Co-Chairing the Student Experience Strategy and Action Group with the PVC Education to ensure there is a clear strategy for student experience at Essex with synergy between curricular and extracurricular student experience, and ensure action is taken to improve student experience on key student issues.
 - Support member participation in educational surveys, raise profile of student feedback to the SU & University, and act on their feedback.
 - Collaborate with the University to ensure responsible and lawful use of student data.
 - Keep the Students' Union updated on educational activities and policy developments within the University.

As an Essex SU Student Leader, you'll also:

- Adhere to the Union's governance, bylaws, policies, and accountability procedures.
- Represent the Students' Union on any relevant committees. Specifically, committees that will directly or indirectly impact our student communities and international students.
- Represent the voice of student communities and international students on all relevant committees.
- Monitor and implement SU policy while upholding the Students' Union's reputation.
- Fairly represent SU members' opinions and interests internally and externally.
- Encourage member participation, lead campaigns, and support initiatives based on student feedback.
- Attend relevant meetings, report activities, and represent the Students' Union on internal and external committees.
- Sit on Council and update annual plans
- Collaborate with staff to achieve goals set by the Trustee Board and Student Council.
- Fulfil duties as a Union trustee and work towards organisational objectives.

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- Collect issues and concerns from the Student Community Officers and relay them to the appropriate individuals within the University and Students' Union to ensure that they are dealt with swiftly and effectively
 - Ensure that there is regular, clear, and engaging communication with our members in relation to engagement and communities' activities and events.
 - Agree targets and remit of the Students' Union annual plan with Students' Union staff.
 - Inform and influence the process of feedback collection as part of the creation of the Annual Plan.
 - Play an active part in the creation and delivery of central campaigns where relevant
 - Foster good working relationships with key individuals and departments within the university. Including but not limited to: Equality, Diversity and Inclusion Team, Inclusivity Champions, Staff Forums and Networks, Faith Centre
 - Have flexibility in working hours to ensure that events held in the evenings are fully attended and covered as required within the role.
 - Participate in Union wide projects such as events and campaigns throughout the year.
 - Prepare a comprehensive handover document for your successor.

Better than a grad scheme. You'll:

- Be elected by students, not interviewed, in our all-student election.
- Lead Essex SU with 4 teammates as part of the Student Leadership Team.
- Represent 13,000 Essex students and make sure their voices are heard.
- Work a one-year, full-time contract (July 1, 2025 – June 30, 2026).
- Gain valuable skills in leadership, communication, strategy, and public speaking.

**MAKE
SHIT
HAPPEN
FOR
ESSEX
STUDENTS**



THE PERKS

As well as the standard stuff you get for turning up to work, we have some great additional benefits for being a member of the Essex SU Team:

Training

You'll receive extensive training and development, including internal and external sessions, team-building days, professional coaching, and public speaking training, to fully prepare you for representing students and excelling in your role.

Student discount

As a member of the Essex SU Team, you'll get access to local (10% off at The Kitchen and The Greenhouse Café) and national student discounts with brands like Student Beans and UniDays.

Flexible working

You'll be based in the Essex SU office at our Colchester campus, with flexible working options to meet your needs and the team's availability.

The social stuff

From staff 5-side football teams to a run club and 'POETS' 4pm finishes in SU Bar - getting your work-life balance right is important to us.

Work hard, play hard

Enjoy a Christmas-to-new-year shutdown (no holiday days required), a bonus day off for your birthday, and extra time off through our volunteering scheme.

Company get togethers

Every Monday, we review the past week, discuss the upcoming one, and celebrate milestones, birthdays, and special occasions. We also host a Christmas party and SU Staff Awards in the summer to honour achievements.

Volunteering time

Take 35 hours of volunteering leave per year, either during or outside of work hours. If taken outside work, you'll receive the time back at a later date.

Equality & diversity

We are committed to equality and diversity, being the first SU in the country awarded the investors in people mark. We're also an accredited living wage foundation employer.