



University College Birmingham
Guild of Students

**JOIN THE
TEAM**

Student Trustee (x4)

Leading with Purpose, Enriching Lives

As a Guild, we're inspired by the opportunity to work with a diverse student community, and we take great strides to ensure that every individual can achieve their potential. We recognise and value the unique perspectives and talents that each individual brings to our organisation and are committed to creating an inclusive environment where everyone feels welcomed, respected, and valued.

We actively encourage candidates from diverse backgrounds to apply for positions within the Guild. We believe that a diverse workforce enriches our work culture, makes us more representative of our members, and ultimately helps us to achieve our goals more effectively. We welcome candidates who share our passion for fostering an inclusive community.

The Guild is an equal opportunity employer. We encourage applications from candidates of all backgrounds and experiences.

Thank you so much for your interest in joining us!

Just a few years ago, the Guild was a new charity with one staff member and one sabbatical Officer. Now, we're engaging thousands of our students every year through work to support them, help them make new friends, and offering them new experiences to shape their lives.

The Guild of Students is the students' union for UCB. We administer societies, run events/campaigns, and represent students' interests on the issues that matter to them. We're *not* the University/College, we're an independent charity that exists solely to do right by our members. Having achieved the National Union of Students' 'Quality Students' Union' status in 2024, we know we're on an exciting and positive path.

As a student-led organisation, we want to involve students in as many areas of our work as possible so that we're responding to authentic, diverse voices as well as offering more opportunities for students to develop. The Guild's work is overseen and directed by a Board of Trustees, and we believe in our student body to be active members in the Board's work by becoming trustees and making the key decisions we need to continue our development.

We're truly passionate about our mission and the impact that the Guild will make. If you could be a part of what we're making, we'd love to meet you!



Alex HW

Alex Harden-Way
Guild Director

About Us

University College Birmingham is a special place: we bake cakes and build businesses, we're make up artists and mixologists. Like the Jewellery Quarter where we're rooted, we take the raw materials of our city and turn them into something incredible.

It's a team effort. Staff and students, working and learning together. That's where the Guild comes in. Our professional staff team work to provide students with the skills, tools and hype, but really – it's all about them. The heart of the Guild is the hundreds of students who volunteer their time every week to run societies, represent their coursemates and form communities that shape the world around them.

The Guild exists to build a vibrant, inclusive and welcoming home for every UCB student so they can lead the way together, and forge a better future.



OUR MISSION

Together, we forge a better future for all through strong student communities

OUR VISION

To build a vibrant, inclusive and welcoming home for every student, so UCB students leave at their personal best

OUR VALUES

*** We are ambitious * We move forward together * We are excited * We are kind and caring * We are dependable ***

How We're Run

The Guild is run by students, for students. Every year, students elect their Executive Officer Team for the next academic year. Three officers take a sabbatical year from their studies to work for the Guild full time. Together, they lead the political and campaigning side of our work, represent students to the University, and ensure our priorities are aligned to students' needs.



Dominika

EDUCATION



Kunal

EQUALITIES

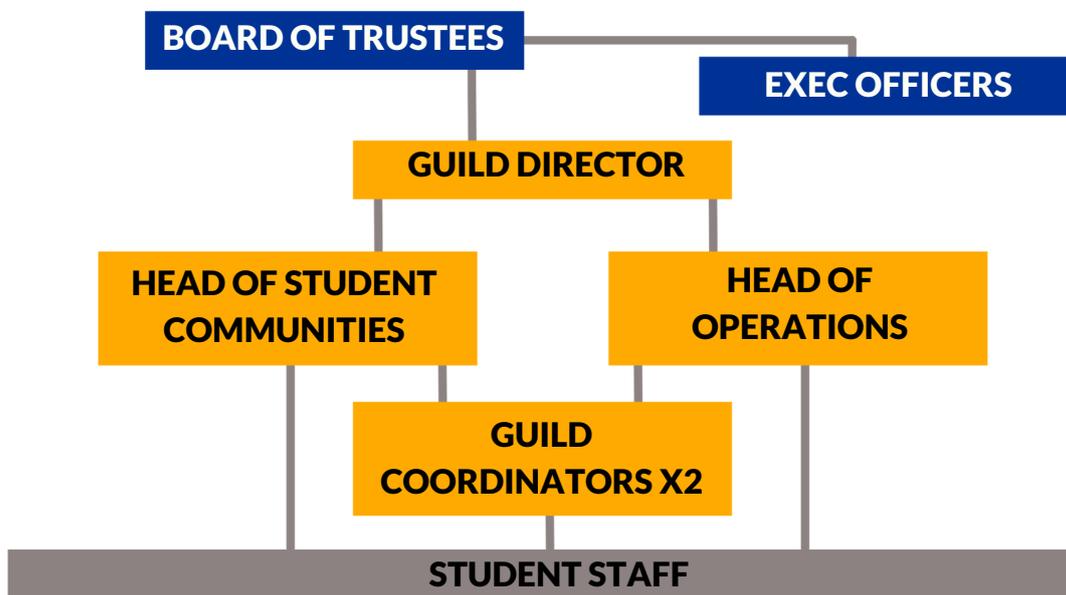


Saroj

**SOCIETIES &
ACTIVITIES**

Our Structure

Supporting the 3 Officers is a small but growing team of five staff who provide the logistical support and service delivery to help Officers achieve their potential and ensure the smooth-running of the Guild. We are overseen by a Board of Trustees to ensure we deliver on our commitments in the long term.



The Board of Trustees

As an independent charity, the Guild has a Board of Trustees who oversee everything that we do. The Board makes sure that we're making the best use of our resources, acting in-line with our aim to support students at UCB, and shaping the longer-term strategy of the Guild.

The Board consists of several different types of trustee:

- 3 Officer trustees (the full-time elected Officers)
- 3 'Appointed' trustees (people outside UCB who offer their expertise and skills to help the Guild)
- 1 trustee from UCB's own board of governors
- 4 Student trustees

What's Involved

Other than our Officers (who are employed by the Guild), all trustees are unpaid volunteers who donate their time and knowledge to support our charitable work. Normally, this involves a few hours each month of reviewing key aspects of the Guild and preparing/attending meetings. The full Board of Trustees meets four times per year, for around three hours each time.

The Guild will reimburse reasonable expenses for trustees such as travel if you're not normally based in Birmingham.

As part of the role, we're also seeking one student trustee for each of the Board of Trustees' Subcommittees:

- The Guild's *Finance Subcommittee*, which oversees our annual budget of around £300,000 in charitable funds
- The Guild's *HR Subcommittee*, which oversees our people development and general human resources frameworks

In general, as a trustee, you will have several key responsibilities and duties. Collectively with the other Trustees, you'll be expected to:

- Ensure the Guild is delivering on its charitable purpose
- Ensure compliance with our governing documents and legal requirements
- Make decisions in the Guild's best long-term interest
- Manage the Guild's resources responsibly
- Ensure that the Guild is accountable and transparent through its decision-making and records

More info & adjustments

For general information about the role, please contact Alex, the Guild Director, on alex@ucbguild.co.uk.

To discuss the appointment process, including any adjustments that may help you achieve your potential, please contact Alex on alex@ucbguild.co.uk and we'll be happy to help.

How to apply

To apply, please complete the application form at:
<https://forms.office.com/e/jnVhQ5EfT7>

Applications must be submitted by 4pm on Monday 11th November 2024.

Shortlisted applicants will be invited to attend an interview in the week commencing 18 November.



University College Birmingham
Guild of Students