**About the Role**

The Part Time (PTO) Education Officer is a student from UCB elected to represent and promote the interests of students to create change on all relevant education issues. They support and guide the Guild’s work on education and teaching issues in the University, College, locally and nationally.

**Responsibilities**

As the Education Officer you will:

* Promote students’ academic interests in University/College committees
* Work to promote and develop the Course Rep system
* Be a point of contact alongside the Full Time Officer (FTO) for representatives or students organising on academic issues
* Work with academic student societies
* Support with collecting student feedback, and sharing with students the changes made in response
* Work closely with student groups to help them engage with Guild democracy and structures, supporting them to achieve their full potential
* Guide and support the Guild’s campaigns on relevant education issues alongside the Education FTO
* Develop partnerships to support students’ education with other Students’ Unions, community groups, and the National Union of Students (NUS)
* Be an active member of the Guild, working with other Officers to make sure students at UCB know that the Guild has got their back, will help them find their people, and ultimately shape their life
* Have opportunities to support the FTO Equality, Societies and Activities, and Education Officers to represent the Guild in internal and university panels (eg. Interviews, Disciplinaries)
* Promote the purpose, vision, aims and objectives of the Union
* Abide by the laws of the United Kingdom and by the Guild’s Constitution