



## Student President

### Eligible students:

Any fully enrolled member of the Student Guild (a student) provided that:

- The student is not currently in their final year of study or will begin their final (or only) year in the 2021/22 academic year
- The student would not have been in this office more than twice

The President is elected during the Autumn each year by the Members and acts as the Principal Officer Trustee for the Student Guild and provides the over-arching voice for the student body within Bloomsbury Institute and the Student Guild. A maximum of two terms of office (which may or may not be concurrent) can be served. Candidates running for Student President must be nominated by a minimum of 10 Members.

The formal handover takes place immediately after the election by the outgoing President. The Guild Manager and the Student Staff Liaison Manager form part of the handover process.

### The Student President

The Student President role is very wide-reaching. It requires a very special type of person- one that can not only manage the demands of the academic side of things as a full-time student but to also dedicate a lot of spare time to fulfilling their duties as Student President. Commitment, resilience, and superb time management skills are therefore essential pre-requisites.

The role acts as the figurehead for the Student Guild. The Student President position carries with it the over-arching responsibility for representing the student voice both within the institution and for the Student Guild itself.

The Student President is not responsible for the operational or administrative side of the Student Guild – that is the role of the Guild Manager. The Guild Manager, a full-time member of Guild staff, runs the Student Guild on a day-to-day basis and ensures that strategies and policy agreed by the Board of Trustees, are both in place and working appropriately.

The Student President is a full member of the Board of Trustees and chairs Board



meetings ensuring that agenda items are discussed effectively and giving all members the time to make their own contributions. Additionally, the Student President is invited to Bloomsbury Institute's Board of Director's meetings in which student views are always considered in the Director's decision-making.

The President also chairs the Student Council – which is made up of all elected Student Representatives. The Student Council exists to ensure that the Student Guild's strategy and policy and procedure (that is not within the remit of the Board of Trustees) is subject to student consultation.

Being the figurehead of an organisation representing a large number of students also opens doors to engage and work with not only all levels of staff within Bloomsbury Institute and the Student Guild, but also with external contacts and organizations. The influential role of Student President brings with it the responsibility to engage the student population and find out the issues that matter most to them. Lobbying, campaigning, surveying, researching, relationship building, negotiating, and networking are all areas that the role will include from time to time so that the goals set and pledged in the Manifesto are achieved.

### **Purpose of post:**

- To be the figurehead of the Student Guild
- To represent and seek the views of students at Bloomsbury Institute
- To campaign on issues that affect students at the institution and nationally
- To be an Officer Trustee (as President) and chair the Board of Trustees and Student Council.

### **Principal Duties and Responsibilities:**

- To fulfill the goals and objectives from the Presidential Manifesto and feedback progress on the same to relevant meetings or forums
- To represent the collective views of the student body both within the institution, the Student Guild and externally
- To support and collaborate with student societies as required
- To support and at times lead on Student Guild activities
- To be lead delegate at national student-focused events
- To chair the Board of Trustees and Student Council
- To act as a principal student representative at Bloomsbury Institute Board of Directors meetings
- To feedback on or signpost matters of interest arising from meetings to the student body
- To appoint Student Representatives to become members of high-level institutional meetings and engage in initiatives that enable a continuity of representation for Reps that are appointed in the following year



- To support and empower all elected officers, trustees, and student representatives
- To meet as required with key stakeholders from Bloomsbury Institute and the local community
- To enable a smooth handover at the end of tenure
- To support the Student Guild's student-facing work at student inductions, Open Days, and official Student Guild events
- To keep abreast with national and international developments within higher education
- To collaborate with the Bloomsbury Institute Branding team and the Guild Manager to promote through official channels via social media the work of the Student Guild encouraging students to engage and make the most of the opportunities presented to them
- To encourage students to be actively involved with the democratic and election processes of the Student Guild
- To maintain the presidential email account, replying to emails and queries as soon as possible
- To ensure student ideas are taken forward and actioned wherever possible
- To sign and abide by the Boards' Non-Disclosure Agreement
- To uphold the core values of the Student Guild and to abide by its Constitution and Byelaws.

### **Benefits of the role:**

- Gain an in-depth knowledge of the workings of the Student Guild and Bloomsbury Institute
- Gain experience of leading, developing and supporting campaigns for positive change
- Practical real-life experience
- Develop leadership skills and gain experience of leading an organisation
- A reference for future employers, other professional opportunities, and self-development

**Refer to the Election Policy if you have any doubts or need more information ([www.bil-guild.org](http://www.bil-guild.org))**