



Be a Student Representative...

The Bloomsbury Institute, the Student Guild and your student colleagues need YOU!

Both the Student Guild and the Bloomsbury Institute recognize that student representation and a strong partnership between staff and students are at the very heart of our academic community. Therefore, ensuring the student's voice is heard via a democratic system. Providing students' views is made possible by having Student Reps.

This role enables you to represent your fellow students in two distinct ways:

- By acting for the Student Guild in helping to shape its work
- By acting on behalf of the Student Guild within Bloomsbury Institute by participating in its formal committee meetings.

Becoming a Student Representative...

Eligibility:

- Any Member of the Student Guild (all students, provided you haven't opted out of membership) except for elected members to the Board of Trustees or Society Leader / Assistant Society Leader positions for the 2022/23 academic year.

Applying:

- Nominate yourself by responding to the requirements highlighted on the Self Nomination form and email the Guild's Executive Officer at georgiana.ursachescu@bil.ac.uk by **5pm Friday, 28th October 2022**.

A quick Student Representative Guide has been sent with this form. For detailed information about the Student Guild and electoral policy, see the Student Guild website at www.bil-guild.org

Student Council Student Representative

Self-Nomination form: 2022/23

Please complete all details and requirements below and return to the Guild Executive Officer at georgiana.ursachescu@bil.ac.uk no later than **5 pm Friday 28th October 2022**.

Name: _____

Student number: _____

Course and Year of study:

I will provide

- I will provide a short biography of myself- a 1-minute video
- A short paragraph about why I want to be a Student Rep
- Provide a headshot of myself for election/website purposes

If I am nominated, I agree to undertake the role of a Student Representative and have read the Job Description. I agree with my institutional contact details, a short biography about myself and a photo on both the institution's and Student Guild's electronic platforms and informational materials. I agree to adhere to the Student Guild's Election Policy (available at www.bil-guild.org).

Signed:

Date:

What happens next?

- You will be required to campaign amongst your fellow students
- Peer Advisors will visit lecture classes during the third week of teaching and announce the self-nominated students.
- An election will take place between the **10th & 11th of November 2022**, and you will be informed if you are successful on the **14th of November 2022**.
- If not, enough self-nominations are received, Peer Advisors will seek further self-nominations during lectures.
- The compulsory training day and time is to be confirmed as soon as possible, and all electees must attend regardless of whether they have been a Student Rep previously.

Student Representative Job Description

General: for all Student Representatives:

- To attend all training events
- To commit to acting professionally and with integrity showing respect for the Bloomsbury Institute and the Student Guild's Equality, Diversity, and Inclusion Policy
- To attend Course Committees, gather discussion items from their peers for these meetings and to feedback on these / matters of interest post-meeting; to use available resources provided by the Student Guild (e.g. website) to promote, gather and report back to classmates
- To attend the Student Staff Consultative Forum (SSCF), gather discussion items from their peers for these meetings and to feedback on these / matters of interest post-meeting; to use available resources provided by the Student Guild (e.g. online form) to promote, gather and report back to classmates
- To use and engage with the WhatsApp groups administered by the Student Guild
- To participate with our social media platforms as applicable
- To attend Student Guild gatherings and meetings (for example, Student Council)
- To bring any issues to the attention of the Student-Staff Liaison Manager (SSLM) via email at ahmed.junaid@bil.ac.uk
- To signpost classmates to support and advice within Bloomsbury Institute or the Student Guild
- To encourage classmates to complete surveys – e.g. Student Module Evaluation Surveys (SMEQs)
- To promote engagement with surveys, e.g. the National Student Survey (NSS)
- To promote engagement with the Bloomsbury Institute teaching awards
- To engage with Bloomsbury Institute events: help set up, promote, and attend where applicable
- To participate in the Student Guild Annual Anniversary Celebration and other Guild-arranged events
- To work alongside the Peer Advisors where applicable

Benefits and incentives of this role:

- You are a contributor to change within Bloomsbury Institute and the Student Guild
- Opportunity to develop new skills, e.g. presenting skills and enhance existing ones
- Build your social network to boost your CV for employment or advancement of vision
- A customized reference and acknowledgement of achievement at one of our events