



Job Description: Vice-President Healthcare Practice

Vision

Our vision is to make a difference to every student.

Mission

It's our mission for every student to discover new things, build friendships and love your time at ARU.

Values

We are:

Inclusive

We will champion the diversity of our students and their communities.

Challenging

We push ourselves, the University and students to think and do things differently.

Sustainable

We will champion wellbeing, equality and justice; make ethical decisions and help to grow a cleaner, fairer planet.

Collaborative

We are better when we work together.

Creative

We think outside the box, learn from mistakes and use our imagination.

Job Title Students' Union Vice President Healthcare Practice
Department Executive Team
Reports to ARU Students' Union Board of Trustees and ARU Students
Grade 1.4
Salary £9,379.60 (Full time equivalent 23,449 per annum)
 This is a paid role.
Hours of work: 14 hours per week / flexibility required
Place of work: The home campus can be either Chelmsford or Cambridge.
 You will be expected to work at all campus locations
 regularly, as required to fulfil the role. This role will involve
 working within the Students' Union team, in their offices on
 either campus.

Term of office: The term of office of the Vice President Healthcare Practice
 will be from the 1st July to the 30th June the following year.
 Your employment with ARU Students' Union will begin on
 Monday 17th June 2024, to allow for a handover period and
 training. You must be prepared to be available on campus
 from this date.

Application criteria:

The Vice President Healthcare Practice a part time (2 days per week), paid role (£23,449 pro rata). The postholder will continue their studies throughout 2024-25, alongside their responsibilities as the Vice President Healthcare Practice. This role is open to, and elected by, students studying healthcare courses with a practice element. The role will be based at either the Cambridge or Chelmsford campus and will be adapted to fit around your on-going studies.

Please note that your application will be subject to employment eligibility checks. We may also contact the faculty to confirm completion of your units of study. If the conditions are not met, you may not be eligible to proceed with your application.

Purpose of the role:

As Students' Union President, you will be representing ARU students at the highest level. Supported by the Students' Union professional staff team, you will work closely with the senior management team to ensure that ARU Students' Union is delivering its vision and values.

What are the benefits to you?

New skills

We'll support you to learn a host of transferable skills, including confidence speaking in public, planning and delivering successful campaign events, problem solving, project working and strategic decision making. Working within the Students' Union team will also support you to work effectively as part of a team and develop practical office skills.

Experience as a Trustee

The Students' Union is a registered charity. As a member of our Officer team, you'll be leading the Students' Union, gaining valuable experience as the Trustee of a charity.

Stand out!

Your experience as an Officer with the Students' Union will help your post-University applications to stand out from the crowd! Your time as an Officer will help you to demonstrate your strengths to future employers, as you'll have a wealth of experience to draw on.

Be part of something bigger

You'll participate in national conferences and events for Officers, offering you the chance to make connections with officers from Students' Unions located across the country.

Support with visa costs

International students can apply for financial support towards the cost of visas and immigration healthcare charges for the duration of role only (maximum 12 months).

Responsibilities of the role of Students' Union Vice-President Healthcare Practice:

- Act as the lead student representative for healthcare practice students and provide effective academic representation;
- Be available for healthcare practice students; as the Students' Union's representative, you will receive a high volume of communication from students who want to raise a concern or share feedback with you;
- Be responsible for gathering regular feedback from ARU students. This may include chairing feedback forums, holding drop-in sessions, online feedback, in-person meetings;
- Lead and take an active role in significant campaigns and projects to improve the experience of healthcare practice students and the student body across ARU, supporting our vision to make a difference to every student;
- Prepare for and attend Students' Union, University and Faculty meetings, committees and working groups. This will include reading all documentation and researching as needed in advance, as well as speaking in the meeting to contribute to the discussions. As a guide, this will take approximately 2-3 hours each week;
- Lead and support elected course reps and volunteers;
- Work as an effective member of the Officer team, supporting their individual campaigns and projects, as well as working together on team campaigns;
- Work with the Communications Team to maintain regular and varied content and an active social media presence, sharing key messaging with ARU students;
- Take an active role in recruitment of Students' Union staff. Play a role on the interview panel, shortlisting and interviewing potential candidates;
- Champion societies, Students' Union events and opportunities.

Please note that the Vice President Healthcare Practice is a part time role only open to students on specified courses and will not be a member of the Trustee board.

The Students' Union expects all staff to participate in any training programme, meeting or conference considered relevant to your job. The Students' Union expects all staff to participate in, and take ownership of their Induction, Personal Development Review, Departmental Staff Meetings and be responsible for carrying out duties with full regard to the rules, policies and procedures and conditions of service contained in the Staff Handbook, and within Departments of the Students' Union. The Students' Union is fully committed to its policies and procedures on Equality, Diversity and Inclusion.

A condition of employment is that all staff are expected to assist in key events throughout the year e.g., Fresher's Fair, Elections, Open Days and any other key events. As a member of staff, you would be expected to portray a positive image, both internally and externally of the Students' Union by displaying high standards of service, integrity, punctuality, politeness and professionalism.