

**Recruitment**
**Postgraduate Taught (PGT) Faculty Officer**

**£12.00 per hour (70 hours per year)**

The University of Stirling Students’ Union is offering an exciting opportunity to join our Division and Faculty Officer team. We are looking for confident and enthusiastic people to provide student representation at a Faculty level, offering strategic input within academic divisions/faculties and to the University. The role of a Postgraduate Taught (PGT) Faculty Officer exists to provide student representation at a Faculty and Division level, offering strategic input within their academic faculties, and playing a key coordinating role in improving the Postgraduate Taught student experience across the University.

Main duties will include:

* Collaborate with your Faculty and Students’ Union to promote PGT student engagement within your Academic Faculty and across the University.
* Support and engage with the Union’s Academic Representative Training.
* Coordinate regular meetings with Academic Representatives to gather student opinions on strategic issues.
* Oversee the work of Academic Representatives within your Faculty, helping foster communication and escalation of any recurring issues to the appropriate person or department.
* Work in partnership with your Faculty’s PGT Director to improve and strategically develop the PGR student experience.
* Actively promote and engage with Union activities in Learning & Teaching (such as the RATE Awards).
* Promote mechanisms to improve Learning and Teaching (such as the National Student Survey, Postgraduate Taught Experience Survey or Postgraduate Research Experience Survey).
* Undertake appropriate division and faculty projects to strategically improve the learning and student experience and develop at least one student-led event during your time in post.
* When necessary, Division and Faculty Officers will be asked to participate as Student Reviewers in Learning and Teaching Reviews for academic Faculties/Divisions.

The hours for this post will be 70 per annum. The role will start at the beginning of September 2024 and will enrun to the end of June 2025.

**You must be a student of the Faculty for which you are applying.**

Closing date for applications is Monday 12th August 2024 at 9am (BST).

Interviews will be held on Thursday 15th and Friday 16th August 2024.

For more details or to apply for the position please go to [www.stirlingstudentsunion.com/recruitment](http://www.stirlingstudentsunion.com/recruitment).