

# STUDENT TRUSTEE RECRUITMENT PACK

university of stirling  
students'  
union



# DEAR APPLICANT,

Thank you for your interest in joining our board. Becoming a Student Trustee of our Union is a rewarding experience where you will help us have a real impact for fellow students studying at Stirling University. This pack will help you understand the Union and the role a little more, but for further information, please contact our Chief Executive: [al.lawley-powell@stir.ac.uk](mailto:al.lawley-powell@stir.ac.uk)

The University of Stirling Students' Union is a registered charity in Scotland (SC023788). We are an independent legal entity to The University of Stirling, but we work in very close partnership to ensure that the student experience at our university is the best it can be.

The Students' Union is entering a period of significant change as we look to build strong foundations and look to do things differently. A new strategic plan will be launched later in the year which will help shape our influence on campus and how we better support students.



Stirling Students' Union Sabbatical Officers 2024-25 (L-R) Laura, Adelayo, Justine, Leen

We are proud to be student centred and representation is at the very core of all our work. We have a number of elected students that provide a platform for student voices to be heard so we can build and influence positive change. These include our Sabbatical Officer team who are full time paid representatives as well as Trustees. They are joined by Volunteer Officers and classroom reps who help ideate our areas of focus.

Participating in Clubs Societies and Sports teams continue to be greatly valued by students. The Students' Union facilitates and administers these activities empowering students by creating opportunities for them to develop key life skills and be ready to stand out as they start their professional careers.

As an organisation we are committed to sustainability and social justice, delivering opportunities to students to develop their own projects that will have a lasting environmental impact.

All the work we undertake is delivered within the scope of our driving mission to build communities, friendships and futures for an excellent Stirling experience. We live our values of Equality, Inclusion, Supportive, Student Centred and Sustainable and we would love you to help us by joining the Board.

Mike Day  
Chair of the Board

# ABOUT THE ROLE

As a Student Trustee we want you to bring your passion, energy and ideas to making us a better students' union. Primarily this will be by engaging in the strategic oversight of our activities and organisational performance, challenging us to innovate and bringing your student experience suggesting how we can change.

You will join a team of others, each with a unique outlook on the world. Our aim is to have a diversity of thought, experience and background across all Trustees as we firmly believe that diverse boards make better decisions

At the moment, our Trustee Board is made up of:

- **Four elected Sabbatical Officers (full-time paid representatives)**
- **Three appointed current Student Trustees (volunteers)**
- **Four External Trustees (volunteers)**

The role of a Trustee is voluntary with all reasonable expenses reimbursed. A typical year includes attending four in-person Trustee Board meetings (either full morning or afternoon) as well as supporting one of our sub-committees (hybrid 90 minute meetings up to four times per year).

We also encourage Trustees to come to other events and celebrations we organise throughout the year as we want you to celebrate in our successes and truly feel part of our achievements. Our Trustees act as ambassadors for the charity by promoting awareness of issues students are facing.

Trustees have an overriding duty, individually and collectively, to always act in the best interests of the charity. All Trustees are equally responsible in law for the Board's actions and decisions and have equal status as trustees.

The role of Chair is held by an external trustee with the Students' Union President acting as Vice Chair.

## WHAT'S IN IT FOR ME?

You'll be joining the organisation at a very exciting time, with lots of positive change planned. You'll be part of something really special, making a big difference in the lives of the people we support. You will get Board level insight into finance, governance and risk which may prove invaluable to your future employment path.

We will provide you with training to help you perform in your role as trustee and you will be supported by current board members as you settle in to the role.

# OUR NEXT STUDENT TRUSTEE

We're really interested to hear from you if you have the passion to help shape students' experiences with us - you don't need to have previous Trustee experience and we are particularly interested to hear from candidates from a range of backgrounds including:

- Post Graduate Students (PGR or PGT)
- Part Time Students
- International Students
- College Transition Students
- Students who want to make a change in the world

Above all, the most important thing we are looking for is someone who wants to help us **make a difference.**

## PERSON SPECIFICATION:

A University of Stirling Student in 2025/2026	e
Passion for creating change	e
Commitment to Equality, Diversity & Inclusion	e
Experience of volunteering	d
Experience of supporting good causes or social change	d
Ability to build strong relationships with a range of individuals	e
Understanding of students' unions	d

The Trustee Board makes sure that Stirling Students' Union responds to the changing needs of you, our students.

essential	e
desirable	d

# WHAT'S IT LIKE?

Alongside the information provided in the pack, we also thought it would be useful to hear direct experiences from those who have undertaken the role of a Trustee.



## JOANNE KERR

Joanne is an Executive Coach with a background in people and culture. She was an external trustee and Chair of our HR Sub Group. Joanne stood down a couple of years ago, having reached the end of her term.

### What skills/knowledge have you gained from being on the board?

Understanding the board governance role and responsibilities, working more cross generationally was a great learning experience.

### What is it like being on the board?

It is a friendly environment where everyone is encouraged to participate, to have their say and to contribute. It is also great to be able to offer support in areas where you might have different experiences or offer fresh perspective. I very much enjoyed working with the sabbatical officers, seeing their own commitment and passion was very rewarding.

### What wisdom can you share with prospective board members?

Bring an open and curious mind to the role, it may take a little time to get to grips with the language and context but it does get easier. I think there is opportunity to support the shaping of an exciting and innovative organisation as it moves forward with a new strategy and plan.

# WHAT'S IT LIKE?



## LEEN ALI

Leen is the Union President, an elected student officer who is also a Trustee.

### What skills/knowledge have you gained from being on the board?

Becoming a trustee has allowed me to expand my knowledge of the strategic challenges charities faced in supporting student experience, and building a sustainable membership organisation. I've learnt a lot about process, but I have also learnt about the importance of objectivity and evidence in decision making.

### What is it like being on the board?

Every Trustee in the room is equal and collectively challenges each other to make sure decisions are data driven and in accordance with our charitable objectives. By engaging with each other, we can understand where we are and what we need to do better as a charity. We take time to think critically about organisational health and strategy to make sure that the charity is able to adapt in an ever-changing environment.

The feeling that you are contributing to the long-term vision of an organisation is heartening, and to be part of our team of Trustees has been an incredibly satisfying experience.

### What wisdom can you share with prospective board members?

Being a Trustee is a huge responsibility, not just to ensure today's students value the Union, but also those that will join us in the future. The charity relies on active engagement at every level, from academic reps, club and society committees, right through to the Trustee Board - to join the board is to engage and contribute. Never leave a meeting with a question and always share your views.

# PURPOSE OF THE ROLE

Trustees have an overriding duty, individually and as members of a Board, to always act in the best interests of the charity, with a commitment to promotion and support of the charity. All trustees are equally responsible in law for the Board's actions and decisions and have equal status as trustees. The Trustee Board delegates day to day management to the Chief Executive Officer (CEO) who is required to report regularly to the Board.

## PRINCIPAL DUTIES

### Management and governance

- To ensure that the organisation pursues its mission
- Monitor the delivery of the strategic plan
- Contribute to meetings with challenge, comments and ideas
- Promote a healthy governance culture through teamwork and support
- Support the Chief Executive and Trustees to foster positive cultures

### Finance

- Ensure the finances are sound and properly managed
- Scrutinise and challenge the financial and risk management processes
- Ensure that resources are used efficiently and economically
- Ensure that Stirling Students' Union is properly insured against all reasonable liabilities
- Ensure that any assets are properly managed

### Legal compliance

- Ensure the charity is legally compliant with up-to-date policies and documents
- Ensure that the organisation is a good employer of its paid and voluntary staff

### Communication

- Work collaboratively with the board and senior managers to support the organisation to achieve its purpose
- Be open, accountable and approachable to encourage a learning culture within the organisation
- Develop relationships and networks to promote the work of the charity

More information about [being a Trustee](#) can be found on the web pages of the OSCR, the Scottish Charity Regulator

# SOME GENERAL INFORMATION...

## INDUCTION & TRAINING

Each Trustee will receive an induction to the work of Stirling Students' Union and be invited to attend Trustee Board Training. Our induction programme is flexible and designed to support and develop the individual trustee.

## LENGTH OF APPOINTMENT

Student Trustees are normally appointed for a one year term with the opportunity to complete a second term.

## EQUAL OPPORTUNITIES

Stirling Students' Union is committed to Equality, Diversity and Inclusion. We encourage applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

## RESTRICTIONS

According to our constitution, other than Sabbatical Officers, Student Trustees of the Union are unable to hold any other role within the Students' Union. This means that the role is not suitable for current employees of the Union or Volunteer Officers.

## I'M INTERESTED, WHAT'S NEXT?

If you'd like to talk to someone about what it is like to be a trustee or to have an informal chat, please contact Al Lawley-Powell, Chief Executive by email [al.lawley-powell@stir.ac.uk](mailto:al.lawley-powell@stir.ac.uk)

To apply, please send us a letter expressing your interest and motivations to [wendy.forbes@stir.ac.uk](mailto:wendy.forbes@stir.ac.uk)

When applying please also submit an equality monitoring form alongside your application. This can be found [HERE](#)

## KEY DATES

### Closing date for applications

Wednesday 16 April at 9am

### Interview (online or in-person)

Tuesday 22 April

### Trustee Induction Meeting

TBC

### Trustee Board Meetings

Thursday 8 May

Thursday 7 August

Thursday 6 November

Sub-Committee Dates **TBC**

THANK YOU &  
GO WELL!