



## JOB DESCRIPTION

**Role:** Students' Union Vice President

**Area:** Equality, Diversity and Inclusion

**Responsible to:** Students' Union Sabbatical Officer

**Term:** 12 months

**How:** The successful candidate will be selected as part of an election process

**Key Responsibility:** The Equality, Diversity and Inclusion (EDI) Vice President champions equality, diversity and inclusion. You will work with liberation groups, faith and culture societies, and marginalised students to ensure that their views are represented, and that B&FC fulfils its commitments to EDI in accordance with relevant legislation and policy.

### Principle Duties:

- Be responsible for advising and encouraging consistent implementation of equality, diversity and inclusion policies across the College.
- To increase participation and positive outcomes of students and apprentices in underrepresented and protected characteristics groups
- Liaise with team members of the Students' Union Executive Committee (SUEC) to ensure the feedback loop is closed
- Liaise with Student Support, Wellbeing and Inclusion (SSW&I)
- Use student reps to collect feedback towards developing EDI strategies and policies
- Encourage students to get involved with the SU
- Publicise who you are, how and when you will be available for contact (Set time in the SU office, Teams, Email etc)
- Work with the Sabbatical Officer to create agreed targets for the year
- Create relevant articles for the SU website
- Attend College committee's relevant to the role
- Attend the Big Student Meetings (BSM) and respond to EDI actions raised

### Skills and Attributes required:

- Good interpersonal and communication skills
- Team player, prepared to listen and understand
- Ability and confidence to express other students and apprentices' opinions
- Ability to deliver the SU experience and actively engage with fellow students to understand the needs of the current students