LINKAGE
Community Trust

Appendix 1

POST:	**STUDENT REPRESENTATIVE**
RESPONSIBLE TO:	**LEARNER SERVICES MANAGER**
RESPONSIBLE FOR:	**PROMOTING AND ACTING AS STUDENT VOICE ACROSS COLLEGE DEVELOPMENTS**
LINE MANAGER TO:	**N/A**
LOCATION:	**WEELSBY/TOYNTON CAMPUS**

PRINCIPAL DUTIES:

Provided at all times that this remains consistent with any Linkage-wide policy and/or practice, these will include:

1. to act as a student advocate and representative of students views.
2. to liaise with staff teams and mangers in developing college practice and provision

KEY TASKS:

1. To support students in developing ideas for course development
2. To contribute to the development of the student induction, student handbook and other initiatives
3. To act as a student representative on recruitment panels
4. To attend meetings providing feedback from students to staff teams as required
5. To actively promote the learner councils and ensure minutes and actions from meetings are shared with other students.
6. To attend external events with college staff to promote Linkage college
7. To provide students with a positive role model.
8. To promote self-advocacy within the student population.
9. To ensure confidentiality, dignity and respect is maintained regarding students at all times.
10. To follow Linkage Policy and Procedure as appropriate.
11. To implement and promote the Linkage Policy for Equality and Diversity.

12. To undertake appropriate personal and professional development.

13. To be personally responsible for your own Health and Safety and to be aware of obligations to other staff and customers in accordance with legislation.

14. To undertake any other reasonable tasks as requested by the line manager.

Equality and Diversity

All employees are required to work in a non-discriminatory manner, and accept responsibility for the implementation of the Trust's Equality and Diversity policy, throughout all personal contacts in the Trust and within their own area of responsibility. The post holder is required to offer leadership in these matters in the areas of responsibility in the post, and more widely in the Trust.

Safeguarding and Safer Recruitment

Linkage Community Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

This job description is not definitive. It will be reviewed regularly and may be subject to modifications and amendments at any time after consultation with the post holder.