



STUDENTS' UNION



STUDENT TRUSTEE

Voluntary Role (unpaid) , two year position

Hours: 2 - 4 hours a month

Based: Aberdeen

Closing Date: 4th October 2024, 12noon

I. ABOUT US

Aberdeen University Students' Association is a student-run organization that supports, empowers, and represents all students at the University of Aberdeen. You might have heard of it referred to as the "Students' Union" – that's us! When you join the University, you automatically become a member of the Students' Union and can access all the services and events we offer.

The Students' Union is led by five elected full-time officers. While they work as a team, each has a specific focus to represent and support students in different areas. They also work together to bring positive changes at the University and beyond, both locally and nationally.

We offer student representation at different levels: Class Reps for courses, School Conveners for schools, and Sabbatical Officers and the Student Council for the University as a whole. We also run forums for students from specific groups, helping to organize events and promote their interests.

Our Students' Union Advice service gives free, unbiased advice to students. We have two advisors who can help with academic concerns, health, wellbeing, housing, and more. If they can't answer your question, they'll point you in the right direction.

The Students' Union also supports a vibrant student community with over 55 sports clubs and more than 200 societies and student groups. Joining these is a great way to meet new people, try new things, and build new skills. We also support student charity fundraising (RAG) and offer many volunteering opportunities.



2. COULD YOU BE ONE OF OUR FUTURE STUDENT TRUSTEES?

WHAT IS THE TRUSTEE BOARD?

The Trustee Board is the group in charge of making sure your Students' Union runs smoothly, both legally and financially. They decide how the Association spends its money and set its overall direction. The Board is made up of students, Sabbatical Officers, and external members to bring in different skills and knowledge.

WHAT DOES A STUDENT TRUSTEE DO?

As a Student Trustee, you'll help guide the Students' Union's big decisions, like where it should focus its resources and how it should be managed. You'll also make sure the Association follows legal rules for student unions and employment. Plus, you'll offer a student perspective, ensuring decisions are made with students' best interests in mind. The role lasts for two years.

WHAT'S IN IT FOR ME?

Although it's a voluntary position, the Students' Union will cover any expenses you have related to the role. More importantly, however, you'll get a behind-the-scenes look at how a charity operates and develop valuable skills that could help in your future career.

DO I NEED ANY PARTICULAR SKILLS?

First and foremost, you need to care about making the Students' Union the best it can be for students. It's great if you have good decision-making skills and can think independently and creatively. You should be comfortable speaking up and representing students' views to the Board. We also ask that you follow Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

HOW MUCH TIME WILL IT TAKE?

You'll attend an induction session to learn about your legal responsibilities and current issues the Board is handling. The Board meets 4-6 times a year, and each meeting usually lasts 2-4 hours. Before meetings, you'll need to read through materials to understand the issues being discussed. Occasionally, you may need to make decisions outside of these meetings. There are also some formal or social events during the year that you can attend if you're available.

3. ROLE DESCRIPTION

PURPOSE

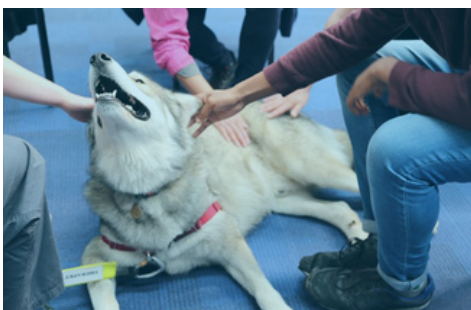
The Trustees are ultimately responsible, individually and collectively, for all activity within Aberdeen University Students' Union (the Union). The Board of Trustees is responsible for setting the vision and values of the organisation and for ensuring the delivery of organisational purpose. The Trustees ensure the development of, and agree, a long-term strategy and approve and monitor plans to deliver the strategy.

KEY RELATIONSHIPS

Other Trustees and staff, elected student officers and University stakeholders.

AS A TRUSTEE, YOUR RESPONSIBILITIES INCLUDE:

- Making sure the Union stays true to its goals, values, and charitable purpose as outlined in its governing documents.
- Ensuring the Union follows all relevant laws and regulations, including charity and company law, and stays financially stable.
- Actively contributing to the Board by providing strategic direction, setting high level policies, defining goals, and tracking progress.
- Protecting the Union's reputation and avoiding activities that could put its members or resources at risk.
- Safeguarding the Union's property, intellectual assets, and resources, ensuring they're used wisely and invested properly.
- Hiring and monitoring the performance of the Chief Executive.
- Identifying and addressing conflicts of interest, acting with integrity, and avoiding misuse of Union assets.
- Fully participating in Board meetings and seeking external advice when needed, especially in high-risk situations.
- Helping the Union achieve its goals and improve the lives of its members.



4. PERSON SPECIFICATION

Student trustees are selected for their provable commitment to the Students' Union and to the success of the Union as well as their knowledge and understanding student experience at the University of Aberdeen.

Student Trustees should have an interest in and some understanding of the work of a Trustee Board and the role of Trustees.

The Union is a strongly values-led organisation. In addition to demonstrating our values of being helpful, inclusive, and student focussed, successful applicants will be able to demonstrate:

- Commitment to and experience in delivering equality of opportunity and reducing barriers to participation.
- Commitment to the ethos and values of the Union and a genuine interest in the empowerment of students.
- The highest standards of personal honesty and integrity and the ability to act with discretion.

The Board of Trustees is only as strong as its members and you should be able:

- To communicate effectively and appropriately with a wide range of people
- To demonstrate the ability to think rationally and strategically around complex issues
- Be able to fully participate in all board conversations



5. HOW TO APPLY

The Union is committed to providing equality of opportunity, treatment and dignity in appointments. We will not allow discrimination in any form in advertising, interviewing, selection or eligibility for roles, and will therefore select individuals on the grounds of their ability and suitability for the vacancy based on genuinely required criteria.

In order to be considered, you must be able to confirm that you are not:

- Someone with an unspent conviction for an offence involving dishonesty or an offence under the Charities and Trustee Investment (Scotland) Act 2005.
- Someone who is an undischarged bankrupt or has a Protected Trust Deed.
- Someone who has been removed under either Scottish or English Law or the courts from being a charity trustee.
- Someone who is disqualified from being a company director.

Informal enquiries should be made to ausa-hr@abdn.ac.uk

To apply for this position, please send a completed application form and Diversity Monitoring form (via the vacancy page of the Students' Union website) to ausa-hr@abdn.ac.uk with 'Student Trustee' in the subject of the email.

