

# ROLE DESCRIPTION

## EQUALITY REP

### ROLE OVERVIEW

As an Equality Rep, you will ensure the voices of under-represented and marginalised students are heard so their needs about their academic experience are represented.

You will collect views and opinions from marginalised student groups and address issues relating to equality, diversity and inclusivity within your department and College.

### DUTIES AND RESPONSIBILITIES

- Campaign for and with marginalised students in your department and College.
- Create spaces for marginalised students to speak out about their experiences.
- Proactively seek out and identify key welfare and wellbeing issues facing students using a range of methods, including emails, social media and more.
- Keep your students up to date on what is happening due to their feedback.
- Attend briefings with the Student Voice team before and after relevant department, College and University meetings to share information.
- Ensure the voices of marginalised students are taken into consideration where decision-making and procedure has significant impacts on those marginalised students at various meetings (including SSLCs and PGRLFs, College EDI groups, and the University's Success for All Forum as appropriate).
- Work with staff outside of meetings to develop solutions to issues raised by students and bring about positive change.
- Meet regularly with and report to your Subject Chair, College Officer and VP Education to discuss and complete actions arising from student views and opinions.
- Foster and maintain good working relationships with everyone, including fellow student reps and officers, to ensure everyone is represented and respected.
- Complete the required Equality Rep training and induction sessions.

### TIME REQUIRED

**Maximum of 60 hours.** This averages at 2-3 hours per week, term time only, including:

- 2 hours compulsory basic training, plus up to 4 hours for additional skills training
- 1 hour per week for catching up on progress with your Subject Chair and other reps
- 1 to 2 hours per week for gathering and processing views and opinions from students, including following up with relevant staff
- 3 to 4 hours per term for meetings

If you are having trouble managing your workload and are significantly exceeding this average, please get in touch with the Student Voice team.

Please note the 60 hours maximum volunteering applies to all representative roles combined. You cannot hold an Officer position at the same time as this role.

## AREAS OF INTEREST

Equality Reps can select one or more specific areas of interest to cover certain protected characteristics, represent the experiences of different marginalised student groups, and address attainment gaps and barriers to the Exeter experience.

- BAME/BIPOC Academic Experience
- International Student Experience
- Gender Equality and Diversity
- Neurodiversity and Disability
- Carers and Care Leavers
- Low Income Backgrounds
- Mature Student Experience
- LGBTQ+ Academic Experience

This list is not exhaustive – if there is an area of interest you would like to represent that is not mentioned here, please get in touch with the Student Voice team.