

Student Academic Rep Role Profile



Student Academic Reps
Cynrychiolwyr Academaidd Myfyrwyr

Appendix 1

Role Objective

To represent the academic interests of the students on their course, gathering feedback for discussion with school staff and being part of improving any course-based issues.

Supported by

- Sabbatical Officers
- Student Voice Team
- Student Rep Coordinator

Responsibilities

- Attend training with the Students' Union
- Attend Student Staff Panels (SSPs)
- Promote your role amongst your peers
- Collect both positive and constructive feedback from other students
- Collaborate with staff to make positive changes to your course
- Close the feedback loop by reporting any updates back to students
- Signpost students to useful university and Students' Union services
- Work with your Student Rep Coordinator on campaigns
- Engage with Students' Union activity over the year

Developmental Opportunities

- Rep rewards - gain points through different Rep activities and claim a certificate to add to your CV
- Swap your Rep points for rewards (previous rewards have included hoodies, mugs, notebooks, water bottles & more!)
- Gain leadership & meeting skills
- Join a Sabbatical Officer Executive Committee
- Attend Academic Rep events
- Pioneer a school project
- Grow your network
- Nominate yourself in the Students' Union elections
- Be nominated for an Enriching Student Life Award



In your role as an Academic Rep, you are NOT expected to deal with

- Disputes between students and academic staff e.g. harassment
- Formal procedures e.g. exam failures, academic appeals, extenuating circumstances, fitness to practice
- Financial, funding, money queries
- Welfare problems, health and personal issues e.g. housing, employment, immigration

If a student approaches you with a problem and you are unsure where they should be signposted, please contact StudentReps@cardiff.ac.uk.