

# ***GSU OFFICER*** ***JOB DESCRIPTIONS***



***ELECTIONS***

## **Role Description**

Salary - £27,278.13

Start Date: June 2026

Length of Term: 1 Year

Hours: Full Time (35 hours per week)

Location: Greenwich Campus, Avery Hill Campus, Medway Campus - this role will be predominantly onsite, and campus based

### **Essential skills:**

To be a GSU Officer, you do not need any prior work experience but you do need to have some core skills to be successful, they are:

- Be passionate about student issues and creating change at the University of Greenwich
- Be approachable and engaging
- Have a positive attitude
- Be comfortable talking to students
- Want to support GSU in being the best it can be
- Be comfortable communicating with different people
- Be prepared to be the face of GSU on social media and at events
- Care about liberation, equality and diversity and ensuring that all students are represented and can be their best

### **What does a GSU Officer do?**

- Be the primary representative of all GSU members both within the University of Greenwich and nationally. This sometimes involves being the face of GSU at Union or University functions, or representing students on disciplinary panels.
- Work with University stakeholders and participate in the annual committee cycle to improve student experience, based on held data, your experiences and consultation.
- Communicate and consult with students at all times, bringing feedback to appropriate places in the organisation and advocating for their needs to the University.
- Campaigning and lobbying for change to based on the wants and needs of GSU's membership.
- Being an elected Trustee, ensuring that members are represented in GSU's running and strategic direction.
- Engage with personal and professional development where required or desired throughout the year.
- Work within Students' Union policy and values at all times.

Duties will be divided in negotiation with the elected GSU Officer Team. This process will take place over the Induction period throughout the summer.

The elected candidate for the President role will:

- Provide the main channel of communication with the University on matters of Union policy and the needs of our membership.
- Act as the spokesperson for the Union to the media and on other occasions as required.
- Liaise with the Chief Executive regarding the effective running of the organisation including all aspects of Union and strategic development.
- Lead the GSU Officer team

## **Summary of Role**

GSU Officers are responsible for overseeing the running of Greenwich Students' Union (GSU) and being the public face of the charity.

GSU Officers are senior student representatives to the University and provide insight on issues students are facing. As trustees of GSU, they are the political and strategic leaders working to ensure students' voices are at the heart of everything GSU and the University does.

### **Desirable skills:**

Although not essential, it would be great if you have:

- Experience of sending emails and managing a diary
- Written and verbal communication experience
- Presentation skills
- An interest in Higher Education policy
- An understanding of Universities
- An interest in Charity law and governance
- Time management skills
- Experience of working as a team

# ***VP Inclusion & Wellbeing Job Description***

## ***Role***

## ***VP Inclusion & Wellbeing***

## ***Areas of Focus***

- Liberation groups, welfare, equality, support
- The VP Inclusion & Wellbeing is responsible for championing equitable, safe, and supportive experiences for all students. The role focuses on improving wellbeing services, promoting inclusion across the university community, and ensuring under-represented groups have a strong voice within the Students' Union and the institution.

## ***Attributes***

- Strong empathy, communication, and listening skills.
- Ability to advocate effectively for students and influence policy.
- Understanding of student wellbeing and EDI challenges in a university context.
- Organisational skills and the ability to manage projects and campaigns.

## ***Experiences***

- Experience engaging with wellbeing, inclusion, or equity-focused initiatives within the Students' Union or wider community.
- Demonstrated involvement in advocacy, peer support, campaigning, or representing under-represented groups.
- Experience collaborating with diverse student communities.
- Prior involvement in student groups, networks, or committees related to welfare or inclusion is desirable.

## ***Responsibilities***

- Lead campaigns and initiatives that promote health, wellbeing, equality, and a sense of belonging.
- Represent students on university committees related to wellbeing, EDI (Equality, Diversity & Inclusion), safeguarding, and support services.
- Work with the university, external partners, and student groups to improve access to welfare services, reporting systems, and inclusive policies.
- Support and empower liberation groups, community networks, and students from under-represented backgrounds.

# ***President Job Description***

## ***Role***

## ***President***

### ***Areas of Focus***

- Overall leadership, strategy and representation of all students
- The Sabbatical Officer President is the lead elected representative of the Students' Union, responsible for championing the student voice and setting the strategic direction of the Union for the academic year. The President acts as the primary spokesperson for the student body, representing students' interests to the university's senior leadership, external partners, and national bodies"

### ***Attributes***

- Strong communication and leadership skills.
- Ability to build relationships with diverse student groups and stakeholders.
- Confidence in public speaking and advocacy.
- Strategic thinking, problem-solving, and organisational abilities.

### ***Experiences***

- Experience in student representation, committee work, or involvement in Students' Union activities (e.g. as a course rep, society leader, volunteer, or activist).
- Demonstrated experience in leadership roles, project work, or coordinating teams or initiatives.
- Experience engaging with diverse student groups and responding to their needs.
- Prior public-speaking, advocacy, or communication experience is beneficial but not essential.

### ***Responsibilities***

- Provide strategic leadership for the Students' Union Officer team and oversee the delivery of its annual priorities.
- Represent students at university committees, boards, and meetings, ensuring student perspectives shape institutional decisions
- Lead Union campaigns focused on improving the student experience, wellbeing, academic quality, and equality of opportunity.
- Uphold the Union's values and governance processes, including working with the Trustee Board.

# ***VP Activities & Communities Job Description***

## ***Role***

## ***VP Activities & Communities***

### ***Areas of Focus***

- Sports, societies, student groups, belonging
- The VP Activities & Communities leads on enhancing student life beyond the classroom, supporting student groups, developing inclusive communities, and improving opportunities for students to engage in activities, volunteering, and events. The role ensures that all extracurricular experiences are accessible, well-supported, and reflective of students' needs.

### ***Attributes***

- Strong communication, organisation, and interpersonal skills.
- Ability to collaborate with a wide range of students and stakeholders.
- Creativity and enthusiasm for developing engaging activities and community projects.
- Commitment to fostering an inclusive and vibrant student experience.

### ***Experiences***

- Experience participating in or leading student societies, sports teams, volunteering groups, or community initiatives.
- Demonstrated ability to organise events, projects, or activities.
- Experience working with diverse student communities and promoting inclusion.
- Prior engagement with Students' Union structures (e.g., as a sports committee member) is desirable.

### ***Responsibilities***

- Support, develop, and advocate for student-led societies, sports clubs, volunteering projects, and community groups.
- Work with university departments and external partners to improve facilities, resources, and opportunities for student activities.
- Lead campaigns and initiatives that strengthen inclusion, wellbeing, and belonging within the student community.
- Promote and enhance the Union's events, activities programme, and community-building initiatives.

# ***VP Academic Representation Job Description***

## ***Role***

### ***VP Academic Representation***

## ***Areas of Focus***

- Education, course reps, academic experience
- The VP Academic Representation leads on ensuring students' academic interests are heard, protected, and championed across the university. The role oversees the academic representation system, works closely with course reps and faculty reps, and influences institutional decision-making to improve teaching quality, assessment, and the overall academic experience.

## ***Attributes***

- Strong communication, organisation, and advocacy skills.
- Ability to analyse issues, interpret feedback, and develop evidence-based solutions.
- Confidence working with senior university staff and committees.
- Commitment to improving academic standards and ensuring students' academic voices are central to decision-making.
- Interest in the Higher Education sector, passionate about accessibility and student experience.

## ***Experiences***

- Experience as a course rep, academic society leader, or involvement in academic representation structures.
- Demonstrated engagement with academic-related issues, student feedback, or teaching and learning initiatives.
- Experience working collaboratively with student groups and academic staff.
- Involvement in committees, panels, or quality processes is desirable but not essential.

## ***Responsibilities***

- Oversee and develop the academic representation system, supporting course reps, faculty reps, and academic societies.
- Represent students on university committees relating to learning, teaching, assessment, quality assurance, and academic policy.
- Lead campaigns focused on academic improvement, such as assessment fairness, learning resources, feedback quality, and digital education.
- Gather and analyse student feedback to inform policy positions and shape education-focused projects.



***ELECTIONS***

**[greenwichsu.co.uk/elections](https://greenwichsu.co.uk/elections)**