**Widening Participation Student Advisory Panel Member**

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| **Benefits:** | **Panel members based at the Canterbury Campus will be remunerated by way of credit on their** [**KentOne Card**](https://www.kent.ac.uk/kentonecard/where)**Panel members based at an alternative Campus will be compensated for their time through an alternative method****Panel members are able to claim Employability Points** |
| **Responsible to:** | **Development & Evaluation Manager or their nominee, Outreach & Widening Participation****Kent Union** |
| **Number of Vacancies:** | **Up to 25** |

**Job Purpose**

The University of Kent’s Outreach & Widening Participation team and Kent Union are inviting applications from students to form a Widening Participation Student Advisory Panel, to provide a mechanism for students to input into our work and decisions, and to be meaningfully consulted on the strategic direction of our Access and Participation Plan.

The Access and Participation Plan details how the University of Kent will improve equality of opportunity for under-represented groups to access, succeed in and progress from the University. We believe that anyone who has the academic ability to study at university should have the opportunity to do so.

The University of Kent will be submitting a new Access & Participation Plan (APP) to the Office for Students in May 2023. Through our new APP, Kent will ensure that all students with the ability and desire to undertake HE are supported throughout the student lifecycle.

The panel will initially meet regularly between February and June 2023 (exact dates tbc). Meetings will be held on the Canterbury campus (with the option of attending virtually if required) and will last 2 hours. The WP Student Advisory Panel will then meet on a termly basis, with a minimum of 3 meetings a year.

Students will. Students can also claim 20 Employability Points throughout the academic year. Full training will be provided.

We welcome applications from students in any year of study who are interested in equality of opportunity for those currently under-represented within higher education, to support them to access, succeed in and progress from University into graduate level employment / further study.

It would be valuable to have students with lived experience of any barriers to higher education, but this is not essential.

**Key Duties**

* Inputting into the design, implementation and evaluation of the University’s Access and Participation Plan
* Supporting the wider student body to engage meaningfully and to see their voice reflected in the work we deliver
* Reviewing the Access & Participation Plan to ensure it is accessible for all stakeholders
* Holding the University to account to ensure we are meeting our objectives as committed to the Office for Students
* Supporting Kent Union with the Office for Students’ Student Submission

**Internal & External Relationships**

Internal: Outreach and Widening Participation Team, Student Success Team, Careers and Employability Team, Kent Union

External: Outreach participants, staff at the University’s partner schools and colleges

**Person Specification**

The person specification details the necessary skills, qualifications, experience or other attributes required by WP Student Advisory Panel Members. Applicants are assessed against each of the criteria either at application or interview stage.

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|  | **Essential** | **Desirable** | **Assessed via (A/I)\*** |
| **Qualifications** |  |  |  |
| A first degree completed, or currently being undertaken | X |  | A |
| Enrolled on a UG/PG programme at the University of Kent | X |  | A |
| **Knowledge:** |  |  |  |
| Knowledge of the University of Kent | X |  | A, I |
| Understanding and awareness of widening participation and barriers to learning | X |  | A, I |
| Knowledge and understanding of the UK (and Kent) education system | X |  | I |
| **Skills and Qualities** |  |  |  |
| Passionate about equality of opportunity to higher education | X |  | I |
| Strong organisational skills and the ability to carefully follow instructions | X |  | A, I |
| Confidence and sensitivity to interact with a wide range of individuals | X |  | I |
| Excellent teamwork skills as well as the ability to work autonomously in a professional and mature manner | X |  | I |
| Excellent verbal and written communication skills | X |  | A, I |
| The ability to advocate on behalf of the student body | X |  | I |
| **Experience** |  |  |  |
| Lived experience of barriers to higher education |  | X | A, I |
| **Additional Attributes** |  |  |  |
| Ability to engage and empathise with individuals or groups from a range of socio-economic, ethnic, and cultural backgrounds | X |  | I |

\*To be assessed via:

A – application

I – interview

**Health, Safety and Wellbeing Considerations**

This role involves undertaking duties which include the Health, Safety and wellbeing issues outlined below. Please be aware of these, when considering your suitability for the role.

* Pressure to meet important deadlines such as might be inherent in high profile projects
	+ Panel members may be required to read and respond to paperwork prior to meetings. Deadlines may be given for responses outside of meetings on an ad hoc basis, to ensure a timely response to the Office for Students.

Appointment to the WP Student Advisory Panel is by successful application, interview, and completion of relevant training.