**Role Description**

**Widening Participation Student Advisory Panel Member**

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| **Responsible to:** | **Deputy Head of Outreach & WP: Impact & Evaluation, or their nominee, Outreach & Widening Participation****Kent Union** |
| **Number of Vacancies:** | **10** |

**Purpose**

The University of Kent’s Outreach & Widening Participation team and Kent Union are inviting applications from students to join the University’s Widening Participation Student Advisory Panel (WPSAP). This panel provides a mechanism for students to input into the University’s outreach work and decisions, as well as the University more generally, 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.

Please note; this is not a contracted or salaried position, however Tier 4 visa restrictions still apply.

Students are remunerated for their time by way of a £10 gift voucher for every hour of attendance at meetings (maximum of 2 hours), with an additional 1 hour for necessary preparation to include reading prior to the meetings.

Panel members are also be eligible for 20 Employability Points throughout the academic year for their involvement on the WPSAP.

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 within Outreach & Widening Participation, and across the University more broadly
* 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: University of Kent staff and students.

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 Widening Participation Student Advisory Panel members. Applications 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 is subject to successful application, interview, and completion of relevant training.