

# Vice President of Activities, Campaign and Welfare

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Pay: £27,453 p.a.

Hours: 35 hours per week (with 30 days leave in addition to public holidays)

Duties:

1. Develop and support a range of student-led activities, lead the annual Students' Union Freshers, and ensure that there are recreational activities available for students throughout the year both digitally and face to face.
2. Chair the Societies Committee and ensure that societies are proactive in organising events and activities throughout the academic year.
3. Actively promote the activities and events organised by the Students' Union via official social media and other digital platforms to encourage students to engage and maximise the opportunities available to them.
4. Take an active lead on planning and implementing Institutional, local, and national campaigns.
5. Act as the lead officer on student welfare concerns, community relations and relate campaigns and represent students' views, interests, and concerns on such matters at the university level, locally and nationally.
6. Support, organise and coordinate campaigns and activities on welfare matters (including mental health, sexual health, personal safety with specific focus on Covid 19) and develop and lead activities to celebrate Black History Month, observe LGBT+ History Month and other occasions linked to equality, diversity, and inclusion.
7. Oversee the work of the EDI Student Forum and ensure that student voices are heard and responded to by the University.
8. Work closely with the Student Services to promote all the services provided by the department such as learning support and development, disability support, counselling services, careers advice, support and advice on accommodation and help with money management.
9. Work with the Student Services on Access and Participation Plans set out the University will improve equality of opportunity for underrepresented groups to access, succeed in and progress from higher education.

10. Work with the Students' Union President to ensure that the Students' Union Strategy 2020-24 is implemented.
11. Hold Ravensbourne to account on decisions made which affect students, representing their views and lobbying for change while sitting on Institutional boards and committees.
12. Identify and oversee education priority development areas and ensure that students are represented and involved in the development of all elements of their academic experience, taking seats on the Ravensbourne Committees
13. Attend various University events such as Open Days, Enrolment, and Induction
14. Perform duties and responsibilities in accordance with section '4. Duties and Responsibilities of the Students' Union Constitution.
15. Be prepared to work outside your contracted hours including during evenings and weekends, when necessary, occasionally travelling to attend conferences and training.
16. Work within Ravensbourne's Code of Conduct, policies and procedures and other rules as they apply to employees.

Key meetings:

- Academic Board
- Equality, Diversity, and Inclusion Committee
- Design Board of Studies
- Other appropriate meetings

**RSU Advisory Board, Executive Committee and Student Parliament Meetings**

All officers are required to attend RSU Advisory Board, Executive Committee and Student Parliament meetings. Any Officer who does not attend three consecutive Executive Committee Meetings will cease to be an Officer after the conclusion of the third meeting unless the Student Parliament determines otherwise following a report of the matter to the following Student Parliament meeting.