



Student Trustee Applicant Pack



Welcome!

Thank you for your interest in becoming our Trustee.

As a Students' Union we are driven by our belief that when students come together, they can shape the communities they are part of for the better.

Our Board of Trustees are instrumental in ensuring we turn our **belief** into **practice** for our students.

As a Trustee, you will be helping to hold the Students' Union to the high standard we expect of ourselves.

Any community is made up of diverse perspectives and backgrounds, and we hope that you can bring your passions and expertise to support us in delivering for our students.

We look forward to hearing from you!

Jimena Alamo

Students' Union President
Chair of Board of Trustees



What we do

At The SU Bath, our student leaders and elected representatives are supported by our professional and experienced SU Staff Team to create the opportunities that positively impact the local community.

How we do this is through student-led:

- Voice – helping students stand up, speak up and make their voice heard,
- Experiences – making friends and memories that last a lifetime,
- Groups – broadening horizons with our communities of students,
- Support – providing advice and support on student life,
- Development – developing the skills students need to lead and change.



Summary of the role



Salary	Voluntary role
Duration	2-year term with the opportunity for a second term (depending on length of study)
Commitment	The Board of Trustees normally meets four times a year. Needs to be available via email for urgent decisions that may arise outside of meetings
Responsibility	Attending Board of Trustee meetings and relevant prereading of papers. Maintaining strict confidentiality on sensitive matters.
Location	Board of Trustees meetings will be hybrid based at the University of Bath Claverton Down Campus
Expenses	The SU will reimburse you for expenses such as travel and accommodation following the relevant financial procedures.
Support	Training is provided to all new members to ensure the board is fully inducted and prepared to perform its duties.

What will you do as a Trustee?

- Provide The SU with a clear vision, mission and strategic direction. To do this our trustees are responsible for the performance and behaviour of the SU.
- Responsible for the performance of The SU and ensuring that regulatory and legal requirements are adhered to.
- Act as guardians of The SU's assets, both tangible and intangible, taking due care of their security, deployment and proper application.
- Ensure that The SU's governance is of the highest possible standard.
- To hold the Chief Executive to account for the management and administration of the SU.



Meetings our Trustees attend

Board of Trustees:

- Four meetings a year with additional online meetings when deemed necessary.
- Meetings are hybrid with reasonable expenses reimbursed for trustees that do not live in Bath.
- Board of Trustees receive papers ahead of the meeting allowing them to prepare feedback and questions when the Board meets.

Subcommittees:

Trustees are invited to sit on a subcommittee.

*Please note the committee structure is under review but the current committees are:

- **Finance and Audit Committee** oversees the financial and risk aspects of the organisation. Currently the Finance and Audit Committee meet 5 times a year.
- **Complaints and Disciplinary Committee** meets on a needs basis. It is called when an individual would like the outcome of an appeal reviewed. On average the committee is convened 2 times a year.



What is the SU looking for?

The SU's ideal candidate:

- Is a current student (any level of study including postgraduate)
- Has knowledge of issues affecting students locally and nationally
- Can ask questions and challenge leaders in an appropriate way
- Able to work in a team with a variety of personalities
- Can listen, reflect and learn from a range of view points
- Is able to maintain confidentiality regarding sensitive matters.

Due to charity guidance and best practice, student trustees are unable to be employed by The SU.

Prior employment with the SU is not a barrier to application



Why be a trustee of The SU Bath?

- **Share your passions and knowledge.** A Students' Union's Board of Trustees is a brilliant opportunity to exchange knowledge with fellow trustees and the wider organisation.
- **You get to make a difference.** As a trustee, you will guide an organisation dedicated to improving students' lives and, through that, the Bath community as a whole.
- **Celebrate with students.** Our trustees are invited to a number of annual student celebrations such as Summer Ball and our annual Super Rugby match.
- **Extend your networks.** At The SU Bath, we are incredibly thankful to have such brilliant trustees with a variety of backgrounds. You can expect to diversify your professional connections.



How to apply

Find out more

For more information and an informal chat about the role please contact: Jimena Alamo, SU President and Chair of the Board of Trustees – supresident@bath.ac.uk

How to apply

To apply for this role, please send a CV and covering letter to Beki Self, Secretary to the Board of Trustees at ras232@bath.ac.uk

Deadline

The closing date for applications is 12.00 (noon) Friday 14th June.

Interviews

Interviews are provisionally planned for w/c 17th June. Alternate dates may be possible on request, but this is not guaranteed.

Interviews will be conducted at The SU on the Claverton Down Campus in Bath. Online interviews can be requested.

Travel expenses for interviews can be reimbursed in line with the [University's Travel and expenses policy](#).

Thank you.

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