## **Role Descriptor**

# PGT Exec

## Open Place Member



As a PGT Exec Member you are a representative of postgraduate taught students in The SU and the University. This involves identifying key issues and representing the postgraduate taught student experience through campaigns, meetings, and other activities.

#### **Duties and Responsibilities**

- Attend and contribute to regular Executive Committee meetings.
- Liaising with postgraduate taught students you represent and communicate emerging issues to the Exec Chair outside of meetings.
- Contribute towards SU events and campaigns related to the postgraduate taught student experience.
- Ensuring you read meeting papers and agendas in advance as well as consider policy change proposals on behalf of postgraduate taught students.



Last Updated: Sept 2024

## **Extra Information**

#### **Meeting Commitments & Training**

PGT Executive Committee Meeting / 1 hour / 1 East Meeting Room (1.20)

- 21 October 2024
- 3 December 2024
- 4 March 2024
- 23 April 2024

Pre-Meetings / approx. 30 – 60 mins / Online or In-Person

Schedule at least one week before an Executive Committee Meeting

### **Skills Development Opportunities**

Confidence	Organisation/Planning
Decision making	Communication
Teamwork	People management
Time management	Problem Solving

The SU provides additional development training for other skills you wish to develop. Please check our <u>Student Leader Hub</u> for more information.

## **Key Contacts**

SU Postgraduate Officer / SUpostgrad@bath.ac.uk

SU Voice Team / su-voice@bath.ac.uk

