

WOMEN STUDENTS' OFFICER ROLE PROFILE



HERTS SU

WOMEN STUDENTS' OFFICER

JOB DETAILS

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|---------------|---|
| Salary | £12.56+ |
| Contract Type | 5 - 10 hours each week September 2025 - May 2026 |
| Line Manager | Senior Management Team |

PURPOSE

The Women Students' Officer will be a key link between female students, the SU and the uni. You'll help us get a better understanding of their student experience at Herts, enabling us to make uni more inclusive and supportive. Your work will go a long way in helping students love life at Herts!

MAIN RESPONSIBILITIES

- You'll be the lead student representative for female students at the uni, gathering their feedback and raising it with staff members to drive necessary change
- You'll work closely with other student leaders, working together to collate and elevate student views
- Female students will want to raise their feedback and ideas with you directly, so you'll be expected to make yourself available to hear from them
- As an elected student leader, you'll be held accountable at things like Student Council and other forums, where you'll have to provide updates for the benefit of students
- You'll be involved in a number of SU & University committees, where you'll have to provide updates for the benefit of staff members
- You'll be an ambassador of the SU, encouraging students to engage with us and maximise the opportunities available to them
- You'll get to support us and the uni at big events, from Freshers Week through to the Students' Union Awards
- You'll be expected to report at our Board of Trustees

KEY CONTACTS

You'll come into contact with students, student leaders, staff at the Students' Union, staff around the University and external partners.

Please note this isn't an exhaustive description of the role. As part of your induction, you'll be trained on the ins and outs of the position, and you'll have our full support during your time in post.