

Post:	Chair of Student Council
Salary:	Voluntary
Responsible for:	Students at the University of Hertfordshire, Hertfordshire Students' Union, Student Council Members

Chair of Student Council

As the Chair of Student Council, you will chair Student Council and the annual All Members Meeting. You will ensure that all Student Council meetings are held in accordance with the Articles of Association, Bye-Laws and relevant policy. The Chair of Student Council is the anchor of our democratic processes, who ensures that each student has a voice whilst ensuring that elected officers are held to account.

You will represent the views of the Students' Union's members and seek the views and opinions of the membership. You will promote the services and activities of the Students' Union, uphold the Students' Union's good name and attend and assist at Students' Union or participating events. At times, you could be required to undertake additional responsibilities assigned by Student Council and meet with Students' Union staff for updates and support.

Skills you will develop

Once elected, you will receive support and training from the Student Voice team throughout the academic year. Some of the key skills you will develop and enhance include: written and verbal communication, leadership, project management, campaigning, negotiation, tact, public speaking and evaluating.

Chair of Student Council responsibilities

Meetings to attend

1. Chair Student Council (5 x 2 hour meetings per year)
2. Student Council Briefing (5 x 1 hour meetings per year)
3. Chair Scrutiny Committees for elected officers (12 x 1 hour meetings per year)

Ambassadorial responsibilities

1. Work with the Student Voice and elected officer team to drive student engagement in our democratic processes
2. Help in the marketing of Student Council
3. Encourage students to interact with our democratic and change-making forums such as #HertsEmpowerment, submitting motions and standing for election

**Hertfordshire
Students' Union**

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