

## Job Outline

- The Role will run from 1 June 2025 until 31 May 2026.
- You will be paid £24,248 per annum. This is a full time role. If you are in the middle of your course you will need to take a formal break (sabbatical) from your studies.
- In order to undertake the role, alongside the election eligibility requirements, you must also be eligible to work in the UK for the entirety of the sabbatical term, and also be eligible to be a Director of a Charity.
- You will be subjected to Bye-Law 5, Student Leaders of the Union. You will also need to comply with the Students' Union Articles of Association and any policies, rules and regulations, in line with other employees of the organisation.
- You will be expected to work 37.5 hours per week, usual office hours will be between 9am-5pm, however at times you will need to work flexibly which may include evenings and weekends.
- Your principle place of work will be The Hub, Coventry, however you may be expected to travel to other sites, including our London and Scarborough campuses, to provide services or activities, or attend conferences/events. Travel costs outside of your usual commute will be covered.
- You will be entitled to 8 bank holidays, and a further 26 working days holiday, (on a pro-rata basis).
- You are entitled to participate in the National Union of Students Pension Scheme.
- If you are absent from work due to sickness or injury, you will be eligible to receive sick pay in accordance with Your Students' Unions Sick Leave and Pay Policy.
- You will be given certain property to assist you in your role, including a work laptop. This will need to be returned if/when your term ends at the Students' Union.
- Should you wish to terminate your term in office, you will be required to give one months notice in writing.