



Vacancy: Student Expert Panel member **January/February 2021**

Background

The University of York has a strong culture of representing student voices across all areas of the institution and throughout students' journeys at the University. This practice is built into the University's academic, governance and pastoral systems and structures. We have an excellent relationship with our Students' Unions, YUSU and GSA, and work closely with them at all levels. As a University, we understand the importance of giving our students a voice and acknowledge that if we have a better understanding of the experiences of different groups of students, at different stages, we will be better placed to effectively tackle the existing gaps in relation to who comes to study at York, the quality of the degree they achieve, and their graduate outcomes.

One of the key strategic projects outlined in our 2020/21- 2024/25 [Access and Participation Plan](#) was the creation of a Student Expert Panel. Our first Panel was set up in November 2019 and we believe that this was a positive step towards strengthening our commitment to moving from a culture of consultation through to true partnership, and developing a more systematic approach to listening to student stories. A number of students from the original Panel have now graduated and left the University so we are now looking to recruit some new members, as well as expanding the remit of the Panel for 2020/21 and beyond to include representation from Postgraduate (Taught and Research) and Overseas students.

Role and Responsibilities

The primary role of student panellists is to ensure that student experiences, needs and perspectives are represented in the work of the University in relation to access (being successful in obtaining a place to study at York), success (completing your studies and achieving the best award possible) and progression (securing future employment or further study).

The Panel is an important source of advice and challenge for the University's Access, Success and Progression Steering and Operational Groups. The Panel is required to be both proactive in the creation of its own priorities, but also reactive in response to the priorities and requests of the University.

The Panel's main responsibilities are:

- To provide student insight to the University's Access, Success and Progression Steering and Operational Groups to ensure that student interests are considered at all stages and in all discussions and decisions.
- To engage with representative groups (e.g. YUSU and GSA Networks and Officers) and bodies and to have an overview of wider student experiences, so that Panel members are able to provide insight and perspectives beyond their own personal experiences.
- To contribute to the development and achievement of the University's Access and Participation Plan and wider Access, Success and Progression Strategy by:
 - Reviewing and challenging suggested interventions, measures, budgets and monitoring arrangements.
 - Developing proposals for Panel-led projects, including appropriate evaluation.
 - Ensuring that the Access and Participation Plan and University Strategy is appropriately aligned to the lived experiences of University of York students.
 - Maintaining an overview of internal and sector-level statistical data, where appropriate.
- To respond to relevant consultations as appropriate.
- To provide reports to the Access, Success and Progression Steering Group in a timely manner, as agreed.

Selection Criteria

The following are essential criteria for the role of Student Expert Panel member:

- A commitment to identifying and challenging barriers which may hinder the equality of opportunity for students from all backgrounds;
- An interest in higher education as a current University of York student.
- The ability to:
 - take account of student perspectives for the short, medium and long term;
 - think critically about the 'big picture' in higher education, particularly in relation to widening access, and improving success and progression for all student groups;
 - analyse and evaluate evidence and use it to inform views;
 - articulate and present own views and those of others;
 - challenge effectively, where appropriate;
 - work effectively as part of a team;
- A preparedness to make the necessary time commitments and attend the relevant meetings, as outlined below;
- An understanding of the need to respect confidentiality and the views of others;

We welcome applications from all current students, no matter how you are studying, whether you live on or off campus, your stage of study and regardless of previous experience. We particularly encourage applications from students who are not in their final year of study and who come from one or more of the following underrepresented groups:

- Lower income/socio-economic status groups,
- Black, Asian and Minority Ethnic (BAME) groups
- Mature students (over the age of 21 years old)
- Students with disability status
- Students with experience of living in care
- Students who are estranged from their family
- Student Carers
- Local/commuter students
- Students from Gypsy, Roma and Traveller communities
- Refugees
- Children from military families

Expected Time Commitments

The Panel will meet monthly during the academic year. The expected time commitment, which includes the Panel meetings, training and development, preparation for meetings, responding to consultations from the wider University and work in between meetings will be a maximum of 6-10 hours per term.

Panel members will sit until the end of the academic year and will then have the opportunity to put themselves forward for a further year should they wish.

Fees and Expenses

Panel members will be paid £8.88 per hour.

Reasonable travel expenses and subsistence will be reimbursed in line with the University of York's travel and subsistence policy.

Application and Appointment Process

Candidates should firstly check that they meet the criteria set out in this document. Applications can be submitted via the google form [here](#). Applications will open on 25th January 2021.

Please ensure that applications are submitted by noon on Friday 12th February 2021.

Applications will be reviewed and assessed against the criteria outlined in this document. If there are a high volume of applications, the selection panel may choose to shortlist applications against a single essential criterion. Candidates who are successful in reaching the interview stage will then be provided with further information about the role, the terms and conditions of appointment and practical arrangements for interviews.

Interviews for this role are provisionally scheduled to take place via Zoom on either Wednesday 24th February 2021 (12-5pm), Monday 1st March (9.30am - 2.30pm) or Wednesday 3rd March (12-5pm) however these dates are subject to change.

The training session for successful candidates is provisionally scheduled to take place on the afternoon of Wednesday 17th March 2021 from 12 - 3pm via Zoom, however this date is also subject to change. Please note that this training session is compulsory.

Please email Michelle Hughes, Planning Officer (Access, Success and Progression) m.hughes@york.ac.uk if you have any queries about the role.