



Postgraduate Research (PGR) Officer

About volunteering with SUSU:

Our vision for the future is that every student loves their time at Southampton
We are here to represent the voice of students at every level and ultimately make their university experience unforgettable.

Independent from the University, we're run by students, for students!

As a student-led organisation the hard work and dedication of our student volunteers is vital to our mission.

A Postgraduate Officer works alongside the other Faculty Postgraduate Officers to work together to represent Postgraduates to the Union and the University and to hold regular social events for PGRs to feel part of a community.

We provide full training at the beginning of the year as well as advice and support as you continue in your role. You will gain a wealth of experience through your voluntary role with SUSU, experience that you can use to improve your future employability while receiving recognition for the work you accomplish.

While volunteering with SUSU as our Postgraduate Research (PGR) Officer, your role in this mission is described below.

The main purpose of your role:

- 1) Representation of PGR students at University Level
- 2) Point of contact for PGR Students

The main responsibilities of your role (but not limited to):

- Working with relevant Sabbatical Officer and Coordinators to facilitate SUSU's Postgraduate offer to students
- Work with the PG community to ensure that PGR Students are represented at all levels of SUSU and the University by gathering feedback
- Sit on relevant University boards for PGR related topics
- Advocating the PGR voice
- Advocating SUSU to PGR students

Some of the university meetings you may be required to attend (but not limited to):

- Doctoral College Board



Postgraduate Research (PGR) Officer

- Your Graduate Faculty Board
- PGR QME Subcommittee
- Education Committee

Where can you find guidance?

Sabbatical Officers:

VP Education & Democracy at vpeddem@soton.ac.uk

Representation Team

The Representation team at representation@susu.org

How to nominate for the role:

In order to stand as a candidate, you will need to submit a short statement letting everyone know why they should vote for you. You don't need to have any previous experience so simply focus on what you will achieve if elected.

Log in to our website at www.susu.org/elections and fill out the nominations form. There is no need to create a new account, just use your University credentials.

For any queries about the election, please contact us at elections@susu.org

Time Commitment and Expectations

There will be times throughout the year where you may be called on to help promote and spread awareness for SUSU campaigns. There will be key meetings that you must attend and you must attend relevant SUSU meetings.

If at any point you find that you are struggling to balance voluntary work with your studies we understand that your degree must come first. Please, come and speak to us and we will always try our best to make things easier.

Term of office: 1st July – 30th June