

Your Role

Support the relevant Student Officer/convenor of the network. Working to ensure the accurate running of network-ran meetings, organising and archiving proceedings and notes as well as circulating them.

What Will You Do?

Network committee members actively support student officers that convene their network and assist with the over-all decision-making processes within the network.

As a Network Committee Member, you will work closely with Student and Sabbatical Officers. The Secretary shall:

- Take accurate notes of forum proceedings and circulate those notes after the forum.
- Support the Student Officer in the production and circulation of agendas.

Your Eligibility

Self-define as the relevant category for the network.

Time Required For Role

This is a part-time position, approx. 12-15 hours per term. You carry out this role alongside your studies for the remainder of this academic year.