

Thames Valley University Students' Union is looking to appoint two external volunteer trustees. Apart from integrity and a commitment to the role of students' unions in enhancing the student experience we would expect candidates to have a sound understanding of finance. The Students' Union is particularly looking to appoint external volunteer trustees who have a background in the following:

- Legal and compliance matters
- Human Resources

### **About us**

Thames Valley University Students' Union is an autonomous organisation constituted by the Board of Governors of Thames Valley University and soon to be registered with the Charities Commission. All students are automatically members of the Students' Union however students do have the right to opt out of membership. The primary objective is to further the interests of students of the University. The Union is affiliated to the National Union of Students (NUS UK) to provide a national voice to the student community and to support the elected officers of the Union. The Union is also affiliated to AMSU, Association of Managers in Students' Unions to provide support for the Unions professional staff.

The University annually allocates the Students' Union Block Grant aid in order to carry out the core functions of the organisation, namely the representation of students both individually and collectively the provision of sports and student societies and as stated above to generally further the interests of students at the University. Additionally the University enables the Students' Union to enter mutual trade with members through a limited range of commercial activities including Licensable activities.

There are approximately 9000 full time equivalent students at Thames Valley University. The University is primarily based in West London, Ealing and Brentford, although there are satellite sites at Slough and Reading for a limited provision of Higher Education.

The Students' Union represents students' at all major committees within the University, mostly by Officer Trustees. The Officers Trustees are supported in their roles by Union staff. Students who need independent support and representation through the University Regulatory framework are supported by professional staff members. Student led sports and societies are also supported by staff members. The Students' Union is affiliated to a number of national and regional sporting associations.

Student media is composed of the website and the Valley magazine. Both these areas of student media are supported by a member of staff.



## **Background**

Thames Valley University is going through a rapid change in relation to rationalising campuses and even a name change. The Students' Union has recently carried out a Governance Review and has formed a Trustee Board in readiness for registration with the Charities Commission. The role of the Trustee Board is to oversee the strategic management and administration of the Union. The Trustee Board further has a legal role in ensuring that the resources held in trust for our members are applied effectively for the furtherance of the objectives of TVUSU.

The Trustee Board is made up of the following members:

- President – Officer Trustee (Chair)
- Vice President Education – Officer Trustee
- Vice President Sports & Societies - Officer Trustee
- Vice President Student Engagement - Officer Trustee
- Two Student Trustees elected by Student Council
- Two external Trustees
- In attendance:
  - Joint Chief Executives of the Students' Union (senior managers):
    - o Finance Manager
    - o Students' Union Manager
  - Representative from the Thames Valley University as an observer.

## **Key areas of responsibilities**

To ensure that TVUSU abides by its objectives set out in the Constitution and schedules, the Code of Practice between TVU and TVUSU and the Financial Memorandum as issued each year. To further the objectives of the Students' Union in carrying out this responsibility.

## **Strategic Management**

In mutuality with the democratic process to satisfy itself that appropriate strategies are in place by providing an independent challenge of assumptions as to whether proposed strategies are reasonable in relation to the risks involved, the resources required and the benefits to be achieved.

This will include the annual review of the Strategic Plan and Management Risk Register.



Although staff management is devolved to the Joint Chief Executives (senior managers) The Trustee Boards role is to scrutinise, monitor and constructively question the management views and strategies regarding the staffing of the Union.

### **Financial information and control**

The Trustee Board must ensure that it has all financial management information and that the Union has effective control systems in place to protect the organisation. This shall include the evaluation of operational effectiveness and the impact of laws and regulations.

### **Transparency**

The Trustee Board will operate in accordance with the Seven Principles of Public Life, namely selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Please see our web site:

[www.tvusu.co.uk](http://www.tvusu.co.uk)

These voluntary posts are for up to four years. A maximum of two terms may be served.

For an informal discussion with the President and Students' Union Manager please email [su.president@tvu.ac.uk](mailto:su.president@tvu.ac.uk)

To apply please send a CV plus supporting letter of application, including contact details for two referees to the President of the Students' Union Daniel Whittal