

# Role Description for Accessibility Officer

<b>Job Title</b>	<b>Accessibility Officer</b>
<b>Location</b>	<b>University of Leicester Students' Union, LE1 7RH</b>
<b>Salary</b>	<b>£12 an hour plus Holiday Pay – 7 hours a week for up to 35 weeks of the Academic Year</b>
<b>Role Purpose</b>	<ul style="list-style-type: none"><li>• Be a Liberation Officer of the Leicester Students' Union and represent the needs and opinions of students with accessibility needs to the Executive and to the University where necessary.</li><li>• Run appropriate campaigns and events specific to those students with accessibility needs.</li></ul>

## Welcome to the Students' Union!

The Students' Union is an empowering, innovative and inclusive student-led Union; championing your interests and providing a community that is home away from home.

Students decide who will run and lead the Union so elections provide the chance to be part of something big, have some fun, and shape the Students' Union.

## Main Duties and Responsibilities

- Be a Liberation Officer of the Leicester Students' Union and represent the needs and opinions of relevant students to the Executive and the University where necessary.
- Be the key point of contact for students with accessibility needs within the Union and provide them with information, advice, and referrals where necessary.
- Scrutinise both the Union's and the University's equal opportunities policies to ensure they protect the rights of, and promote the involvement of disabled students, ensuring that the equal opportunities policy is properly implemented at all times.
- Work with the Executive and other Part-Time Officers in producing materials and resources to inform and educate all students about the nature of discrimination against people with disabilities.
- Work to ensure that the Union is accessible to all students with accessibility needs and lobby the institution to fight for access for all.
- Be a delegate for relevant NUS Events.
- Run campaigns appropriate to those students with accessibility needs.
- Coordinate with the University where applicable.
- To sit on the Liberation Council.

## General

All Part Time-Officers will: -

- Be a representative of student views to the University and to external bodies.
- Support the Union on priority campaigns.
- Regularly talk and listen to the specific demographics of membership of the Leicester Students' Union.
- Complete the engagement circle by ensuring all activity and outcomes are fed back to the membership of the Union.

- Work in collaboration as appropriate with the Executive and other Part-Time Officers.
- Maintain and promote Union policies.
- Attend relevant Council meetings and regular Part-Time Officer Team meetings.