

Role Description for Arts Officer

Job Title	Arts Officer
Location	University of Leicester Students' Union, LE1 7RH
Salary	£12 an hour plus Holiday Pay – 7 hours a week for up to 35 weeks of the Academic Year
Role Purpose	<ul style="list-style-type: none">• Be a Part-Time Officer of the Leicester Students' Union and represent the needs and opinions of students interested in the Arts to the Executive and to the University where necessary.• Run appropriate campaigns and events to increase participation in arts-related activities.• To chair the Creative Network

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

- To work to ensure barriers to participation in Arts are addressed, and that the University of Leicester and the Union offer an inclusive and accessible environment.
- To work alongside the Attenborough Arts Centre to ensure student arts are not only visible but supported on campus, including, but not limited to: creative workshops, creative courses, performance spaces, and other arts-related activities.
- To be the principal point of contact between the Students' Union and the Attenborough Arts Centre.
- To sit on the Attenborough Arts Advisory Board and contribute to the development of arts and culture on campus.
- To run events and campaigns to increase participation in arts-related activities.
- Hold regular forums, online and/or offline, to gather the opinions of students interested in Arts related activity.
- Complete the engagement circle by ensuring all activities and outcomes are fed back to students.
- To chair the Creative Network.
- Maintain and promote Union policies

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.