**Academic Representatives: Post Graduate Research Students**

**Context**

Academic Representatives (reps) are crucial to the ability of the University to hear student concerns and make effective change. The feedback from a rep’s cohort that is shared with the institution enables the University to better understand your experience and how it can be improved. Working with a team of like-minded people you can make real improvements that benefit current students, and those still to come. Reps are current students, (at all levels,) providing a clear and transparent way of holding the University to account.

**Why become a PGR Rep?**

To represent the views of your cohort in relation to research, supervision and facilities to the School/Department, Research Institute, College and ultimately the University.

While there may well be generic issues around funding, support etc. it is important that you recognise that you are not an advisor and specific, personal queries and/or personal guidance to individuals on these types of matters should be referred to the experts in the University, e.g. wellbeing services, careers hub etc. (You might however, want to report a general point that stipends are not being paid on time or that there is an increase in mental ill health across your school for example.)

You will also develop skills and build experience through being a rep that will continue to be valuable. These include

* Organisation and time management
* Communication
* Teamwork
* Negotiation
* Public speaking
* Confidence
* Problem solving

**Expectations/Duties: School/Department reps**

* Complete the rep induction and training provided by the Students’ Union
* Engage with your peers, face-to-face or online, to ascertain the feedback that you need to give
* Work with other PGR reps in your College to collect and collate feedback so that it may be used to effect change
* Attend meetings with PGR tutor, PGR Director, College PGR rep (and others invited as required) to share that anonymised feedback as appropriate.
* Attend other meetings by request
* To engage with the doctoral College and other relevant services to enhance the PGR experience
* To feedback to your peers the results of these discussions enabling them to consider if additional action is necessary
* To encourage your peers to access support services and other provision as required
* To organise and/or support informal events aimed at building community within your school/Department, e.g. coffee mornings, film screenings, trips out etc

The minimum term for a rep is usually 12 months and you can stay in role for up to three years. PGR students (ideally) need to have completed a year of their doctorate before applying to be a rep.