

Open and Access Representative

The Open and Access Representative has the primary responsibility for ensuring representation of Association members on Open and Access programmes regarding matters that are specific to these programmes. Module-specific concerns for Open degree students are dealt with by the appropriate Faculty (FASS, STEM, FBL or WELS) FAR.

The Open and Access Representative:

- Are the first point of contact and a public face of the Association to Open and Access students and are prepared to communicate with students through a range of platforms.
- Has the option to sit on the Access & Open Academic Committee (Learning, Teaching & Assessment).
- Engages with Open and Access programme staff, module teams and Student Support Teams about non-governance issues relating to student experience.
- Work with fellow volunteers and representatives to ensure that relevant information relating to their degree pathway or study experience is appropriately fed back to the University and to students.
- Has the option to be a member of Senate Reference Group.
- Is involved in induction for new students, including liaising with the University with regard to induction programmes for new Access, Level 1 and Credit Transfer students.

Key skills and attributes

The post-holder will need to possess, or be prepared to develop rapidly, the following:-

- A broad understanding of the Access and Open programmes
- Commitment to develop further skills and knowledge appropriate to the role.
- A broad understanding of the Students Association and the Open University.

Training and support will be offered to any successful candidate.

Role Specific Essential information, including time commitment

This is a voluntary role which requires on average 10 hours a week, but is busier at some times, such as during Freshers or Student Voice week.

It is important to also read the shared responsibilities document, which lists shared aspects of the roles which elected student leaders all commit to upon election to the role.

Examples of meetings attended by Faculty Representatives

The nature of our Student Leader's roles is that there are always additional Association and OU working groups and committees that they will attend, as well as a range of one-off activities. We are therefore providing the most comprehensive list we are currently able to.

The list specifies scheduled meetings; additional work is typically required between these through online discussions and/or reading papers. In general, where there are face to face meetings these often take

place in Milton Keynes, however, we are embracing blended working and so many meetings are able to be attended online.

Association meetings

- Senate Reference Group – four times a year, usually Wednesday mornings.

OU meetings

- Access & Open Academic Committee (Learning, Teaching & Assessment) – three times a year

Association Staff Support Link: Volunteering and Representation Team