



CHESTER  
STUDENTS'  
UNION

We are **VOCAL**

Voice Opportunities Community Advice Led



OPPORTUNITY

**PACK**

LAY TRUSTEE

Can you help 15,000 students have the best possible time at Chester?

Deadline: 10:00 4th April 2024



[www.chestersu.com](http://www.chestersu.com)



Parkgate Road, Chester CH1 4BJ



[csu@chester.ac.uk](mailto:csu@chester.ac.uk)



Dear Prospective Trustee,

As Chester Students' Union embarks on a journey towards sustainability and growth, we extend a warm invitation for you to join us as a Lay Trustee. With a membership of 15,000 individuals, our union stands as a vibrant hub of student life, innovation, and opportunity within the university community.

We are seeking passionate individuals who are eager to lend their expertise, insight, and commitment to our cause, as we navigate the transition into a new era of sustainable governance and impactful leadership.

Meet the dedicated officers who are driving this transformation and whom you will collaborate with closely:

**Vice President Student  
Life: Tom Scott**

Tom champions the well-being of our members and the creation of a supportive, inclusive community. Through innovative welfare programs and advocacy efforts, he strives to ensure that every member feels valued and supported in their academic and personal journey.

**President:  
Ellie Smith**

Ellie leads our union with a steadfast dedication to amplifying student voices and fostering positive change. With a clear vision for a more sustainable and inclusive future, she inspires and empowers our members to actively participate in shaping the direction of our union.

**Vice President Education:  
Jack Sanderson**

Jack is passionate about cultivating vibrant campus experiences and enriching extracurricular activities. He works tirelessly to create opportunities for student engagement, ensuring that every member has the chance to thrive and contribute to our community.

As an External Trustee, you will have the opportunity to collaborate closely with our officers and the rest of our leadership team, bringing your unique perspective and expertise to the table as we navigate the challenges and opportunities ahead.

Join us in shaping the future of Chester Students' Union, as we work together towards a more sustainable, resilient, and inclusive organisation that truly serves the needs of all our members.

We look forward to welcoming you aboard.

*Ellie Jack Tom*

## About Chester Students' Union

We are the representative organisation for the students studying at, with and through the University At Chester Students' Union, we proudly represent the voice of circa 15,000 students studying at the University of Chester. With a strong commitment to enhancing student life across all campuses, including the University Centres of Birkenhead, Shrewsbury, and Warrington, we strive to provide the best possible experience for every student.

Our primary focus revolves around four key pillars: Voice, Opportunities, Community and Advice. These pillars serve as the foundation for our efforts in empowering students to make the most of their time at university and creating a vibrant, inclusive, and supportive community.

Join us at Chester Students' Union and become part of a dynamic and inclusive community that champions our members interests, supports their growth, and amplifies their voice. Together, we will create an unforgettable university experience for every student at the University of Chester.

We are led by three full-time elected officers and a student council of 27 volunteer officers. They are supported by a staff team of 13 lead by our Chief Executive. We have recently appointed a brand new Chief Executive, Jamie Morris, who joins the organisation on Monday 18th March from The Hammond School as Student Support Manager.

The appointment of our new Chief Executive marks a significant milestone as we emerge from a period of turnaround and change. Additionally, the recruitment of external trustees plays a crucial role in steering the organisation towards a sustainable future, enhancing its capabilities, and paving the way for a bright future.



## OUR VISION

Our members will have the best possible experience for them at the University of Chester

## OUR MISSION

We are **VOCAL**

Voice



We are unwavering in our dedication to placing our members at the heart of university and broader decision-making processes, ensuring that their voices are heard and valued

Opportunities



We enable opportunities that empower our members to take the lead, participate actively, and achieve success, being a critical part of UoC's Citizen Student Strategy.

Community



We facilitate a sense of belonging among our members, encouraging connections, and fostering engagement between our diverse communities.

Advice



We provide timely and appropriate academic guidance to empower our members to achieve academic success.

Led



by our members. We prioritise the input and leadership of our members in shaping our activities and decisions.

## OUR VALUES

We are



**Approachable**

We are approachable and open to feedback, always striving to improve and adapt to the evolving needs of our members



**Empowering**

We aim to empower our members to reach their full potential, both academically and personally.



**Empathetic**

We approach our work with empathy, understanding the unique challenges our members may face.



**Inclusive**

We celebrate diversity and create an inclusive environment where every one of our members feels valued and respected.



**Transparent**

We aim to uphold the highest ethical standards in our actions and decisions, ensuring transparency and trust.



Founded by the Church of England in 1839, we continue to be guided by Christian values and are justifiably proud of the open, inclusive and supportive environment that characterises the institution. Today, as the University of Chester, we welcome students and staff of all faiths or none.

We seek to provide all our students and staff with the education, skills, support and motivation to enable them to develop as confident world citizens and successfully to serve and improve the global communities within which they live and work.

This Mission, which has helped shape our development and diversification, actively continues to inform our future planning and enrichment as a University.

### Citizen Student Strategy

The Citizen Student Strategy ensures a premium, personalised and purposeful student experience and was launched in 2021. The full strategy can be found here: <https://www1.chester.ac.uk/citizen-student-strategy>

## Vision

At the heart of the University's vision is an unwavering commitment to ensuring an outstanding student learning experience, developing the expertise of staff, providing teaching excellence, and actively growing research and scholarship.

Through these actions, the University hopes to make a positive impact on the lives of students, staff, and the communities that it serves, enabling the institution to make a significant and growing contribution to the region, nationally and internationally.

In valuing and celebrating its long history and traditions, the University is committed to engendering a sense of pride and shared ownership in all that it does. It is dynamic and enterprising in its approach to developing new opportunities.

## Foundational Values

Mindful of the University's history and Christian foundation:

We recognise the dignity and worth of every individual.

**Therefore we value every member of the University; we endeavour to help all students and members of staff to discover their gifts and talents and grow to full potential; and we foster well-being for all.**

We recognise the vital role of education in the service of society.

**Therefore we encourage the acquisition of knowledge and the development of skills; and we acknowledge a responsibility to look for every opportunity to put that knowledge and those skills to good use throughout the community.**

We recognise the inherent value of the pursuit of truth and freedom of enquiry.

**Therefore we find joy in discovery; we take pleasure in invention; we celebrate human creativity; and we seek wisdom, embracing it wherever we find it, and strive to apply it to every aspect of life.**

In humility, we aspire to honour these values and hold ourselves accountable to them.



# OUR STRUCTURE

HOW WE OVERSEE OUR WORK AND MAKE DECISIONS

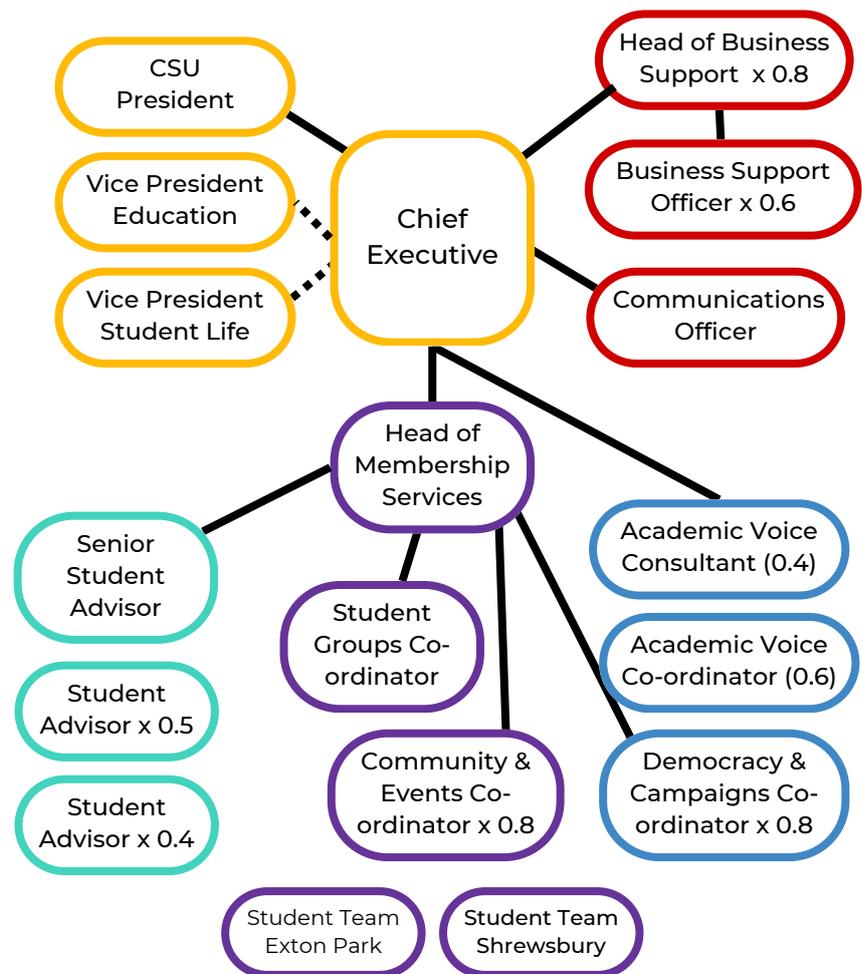
**Trustee Board**  
 4 x Lay Trustees  
 4 x Student Trustees,  
 3 x Officer Trustees &  
 1 x University Nominated  
 Lay Trustee

**Executive Committee**  
 3 x Full-time Officers  
 supported by Senior  
 Management Team

**Student Council**  
 3 x Full-time Officers  
 4 x Faculty  
 Representatives  
 7 x Liberation  
 Representatives  
 11 x Student Type  
 Representatives  
 2 x Open Seats

**Big Ideas**  
*Ideas from students on how  
 to improve the student  
 experience. Voted by  
 ChesterSU members.*

**Student Commissions**  
 New for 2023/24  
 Commissioned by Student  
 Council  
*Students and experts solving  
 complex problems with the  
 student experience*



OUR PEOPLE - CAREER AND STUDENT

## About the Board

Following our period of Turnaround and Change we have reformed our board to ensure that we have the right skills and experiences to oversee the organisation and extended the terms of office for our Lay and Student Trustees so we are able to enjoy more continuity on our board. Students' Union boards naturally have more turnover than other charities due to the member led nature of the work we do.

Our new board is now structured as follows:

- Up to 4 Sabbatical Trustees
- Up to 4 Student Trustees
- Up to 4 Lay (External) Trustees, and
- 1 University Council nominated Lay Trustee

There are currently 3 sabbatical trustees serving the following roles:

- President
- Vice-President Education
- Vice-President Student Life

As we are recruiting our full quota of External Trustees we are proposing to recruit on the following terms:

- 1 position for 4 years
- 1 position for 3 years
- 1 position for 2 years
- 1 position for 1 year.

Each of the successful candidates will be eligible for a second term of 4 years.

## Nolan Principles of Public Life

The Nolan Principles are vitally important to us and the way our board operates. As a charity in receipt of public money via the University Block Grant it is crucial our board upholds and actively demonstrates the principles in its work.

- **Selflessness.** Holders of public office should act solely in terms of the public interest
- **Integrity:** Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.
- **Objectivity:** Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.
- **Accountability:** Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.
- **Openness:** Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.
- **Honesty:** Holders of public office should be truthful.
- **Leadership:** Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## **Lay Trustee: What we are looking for**

As an External Trustee, you will play a crucial role in guiding the strategic direction of Chester Students' Union, ensuring it is delivering effectively for its members and challenging the University to deliver the best possible University experience.

We are seeking individuals who bring a diverse range of skills, experiences, and perspectives to contribute to our dynamic and student-focused Board. If you are passionate about higher education, student well-being, and making a positive impact, we invite you to consider the following criteria:

In particular we are keen to see people with experience of the following areas:

- Financial Strategy and Governance
- High level leadership experience within the Students' Union/Charity sector.
- Strategic Partnerships and Measuring impact within Charity, Public Sector and/or membership organisations.
- Governance, and
- Human Resources/People Leadership.

### **1. Commitment to the Mission:**

Demonstrated alignment with the mission and values of Chester Students' Union, with a clear understanding of the challenges and opportunities within higher education.

### **2. Governance and Leadership:**

Previous experience serving on boards or in leadership positions, preferably within the education or non-profit sector.

Strong understanding of governance principles and a commitment to upholding ethical standards.

### **3. Strategic Vision:**

Proven ability to think strategically and contribute to the development of long-term organisational goals.

Experience in strategic planning, risk management, and performance evaluation.

## Lay Trustee: What we are looking for

### **4. Financial Acumen:**

Familiarity with financial management, budgeting, and financial reporting.  
Ability to analyse financial information and make informed decisions in the best interest of the organisation.

### **5. Legal and Compliance Knowledge:**

Understanding of the legal and regulatory obligations of charitable companies in the UK.

Awareness of governance and compliance issues relevant to the higher education sector.

### **6. Networking and Advocacy:**

Strong networking skills with the ability to advocate for the Students' Union and build collaborative partnerships.

A willingness to represent the organisation at external events and engage with stakeholders.

### **7. Student-Centric Approach:**

A genuine commitment to student welfare and the enhancement of the student experience.

Ability to empathise with and understand the diverse needs of the student community.

### **8. Effective Communication:**

Excellent communication skills, both written and verbal, with the ability to convey complex information to diverse audiences.

Comfortable engaging with students, staff, and external partners.

### **9. Innovation and Adaptability:**

A forward-thinking mindset with a focus on innovation and adaptability to navigate the evolving landscape of higher education.

### **10. Time Commitment:**

Willingness and availability to commit the necessary time to fulfil trustee responsibilities, attend meetings, and actively contribute to board discussions.



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## NEXT STEPS

For an informal discussion and any questions please contact:

- Scott Farmer, Change Director
- Chester Students' Union
- [scott.farmer@chester.ac.uk](mailto:scott.farmer@chester.ac.uk)
- 07889 125082

We expect interviews to be taking weeks commencing 8th and 15th April 2024.

To apply, send:

- Your complete CV
- Supporting statement matching the person specification
- Details of two employment references

by email to: [workforus@chester.ac.uk](mailto:workforus@chester.ac.uk) by Midday on Thursday 4th April 2024.

Monitoring the diversity of our applicants and their candidate experience is really important to us. Please do consider filling in our anonymous form. Scan the QR code or visit:

<https://forms.office.com/e/MhybaqUFvi>



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