

University of York Students' Union

Recruitment Information Pack

If you require this pack in any other format, please let us know by emailing hr@yorksu.org and we will accommodate your request.

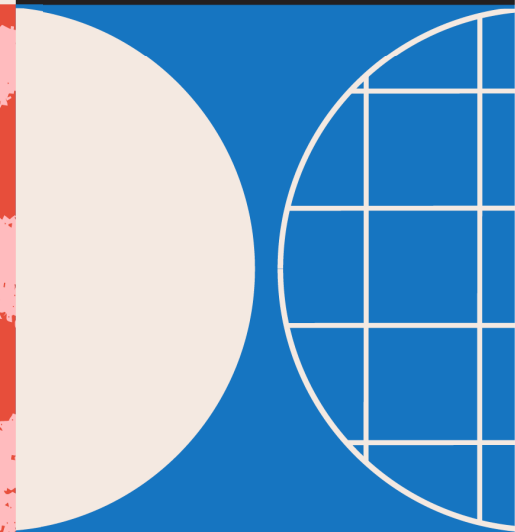
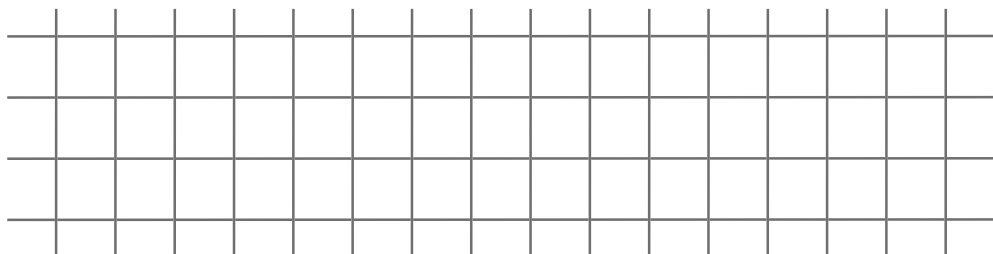


University of York
**Students'
Union**

 yorksu.org

Overview

Thank you for your interest in joining our team. This pack contains an overview of the organisation, our make-up, what we think makes us special, and how to apply. If you would like any further information, or an informal conversation about this opportunity please contact our HR team at hr@yorksu.org.



About Us

The University of York Students' Union is the representative body for 22,000+ students at the University of York. Over 60 years old and growing rapidly, York SU provides a wide range of charitable and trading services and activities designed to improve students' lives, create student employment opportunities, and support students to make the most of their time at York.

Rapid growth over the last 10 years has seen our turnover exceed £5m p.a., our student participation increase, our staff population grow and our estate evolve. Our employee population approaches 150 staff including creating employment opportunities for nearly 100 part-time student staff across all areas of our operation. The Union has been through a real period of change, driven by our strategic plan.

With a focus firmly on building our student members' ability to create change and to build connections, our strategic approach has been underpinned by creative thinking with our students, our funders, our staff and our wider stakeholders about what our future priorities should be and where our new opportunities are. In doing so, we have thought deeply about the future, and how we, students and the world around us have, will and could change, and what this means for the way we shape the Union over the coming years.

Our new strategic plan provides us with focus:

Our shared purpose

Working together to ensure every student at York can realise their true and full potential, create change and help make the world a better place.

Our mission

Building power and creating connection that breaks down barriers and enables members to thrive as students and citizens.

Our beliefs

- We believe in the **transformative power of education**
- We believe in the capacity of people to **build a better society**
- We believe the role of a union is to **empower, support and challenge.**



Our values

Ambition

We are unashamedly ambitious. Students and their success is the reason we exist, and we will do everything in our power to work to their unique needs, journeys, experiences and communities.

Innovation

We're not afraid of failure. We bring creativity, sensitivity and integrity to all our work meaning that when things don't pan out how we expected, we own it, learn from it and always try again.

Social Conscience

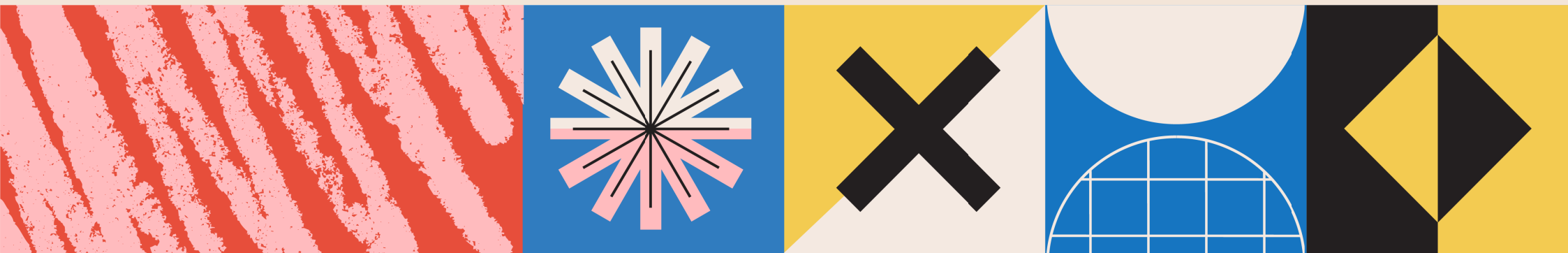
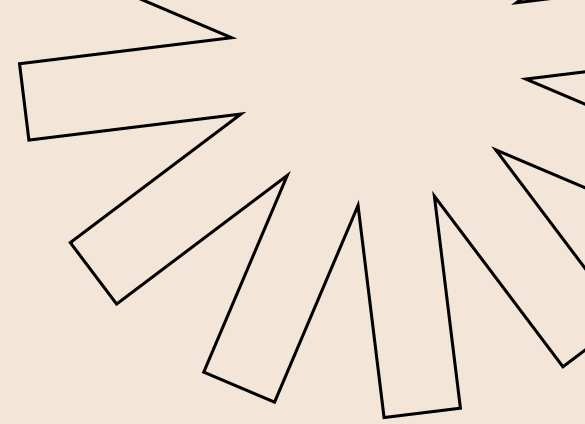
We are bigger than just ourselves. We care and are committed to our vibrant community, celebrating and encouraging difference and diversity.

Authenticity

We are authentic and honest - building trust, rather than just focusing on our own power, privilege and legitimacy. We are always open about the needs, complexities, opportunities and challenges we all face now and in the future.

Partnership

We recognise we can't work alone - we know and are open about our limitations and believe that collective action and solidarity is what makes our work special. We weave and connect what already exists, build on common ground and focus on what unites us rather than divides us



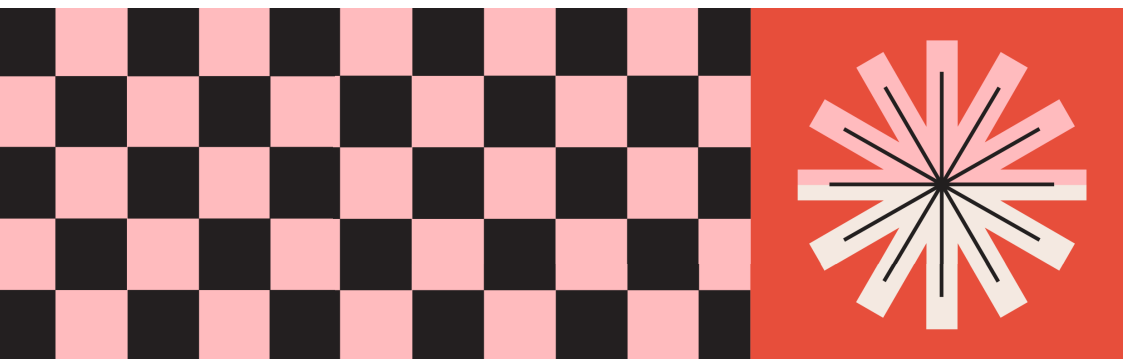
What we do

Our organisation incorporates a charity and a subsidiary trading arm. The organisation as a whole provides the following services and key activities:

- In the region of 200 student societies with one of the widest range of student interest groups per capita of any students' union in the UK, incorporating award-winning student media.
- A growing volunteering programme, linking students to volunteering opportunities across the world, building their skills, networks and experiences while supporting wider society.
- A student voice team developing a network of volunteer representatives championing student academic and liberation interests across the University, the City and wider afield. We recruit, elect and train in the region of 500 student representatives each year, and generate research and data to inform policy in the Union, the University and national politics associated with students.
- A specialist student advice and support centre providing one to one support for over 500 students in the last academic year relating to academic appeals, exceptional circumstances and other areas of advice.

- Work with the University to support its Access and Participation Plan, including the development of a 'student expert panel' to ensure students with lived experience are at the heart of access and participation work.
- Consistently high rates of turnout for Union elections; annually achieving turnouts of up to 30% of students voting in recent years.
- Pioneering partnership work on mental health, working with Student Minds on a pilot programme looking at defining and developing the role that SUs can play in transforming the state of student mental health on campuses across the UK.
- A programme of large-scale events (up to 4,000 people) on and off campus for students, including live music, funfairs, cultural celebrations, comedy, formal dinners, awards ceremonies, an online events programme and much more.
- A series of licensed venues providing 150+ employment opportunities for student staff and a safe, engaging and fun environment for students to socialise in. In 2019 our venues hosted over 300 student-led events and became part of the NUS Best Bar None accreditation scheme's 100% club, promoting the responsible management of alcohol-licensed premises.
- A bustling coffee shop providing great food and one of the most unique and best value-for-money spaces for students on campus.
- All of this is supported by a brilliant central teams providing marketing, communications, health & safety, finance, HR, digital and facilities support across the whole organisation.

To see more on our achievements, impacts and financial performance please visit the [University of York Students' Union website](#).

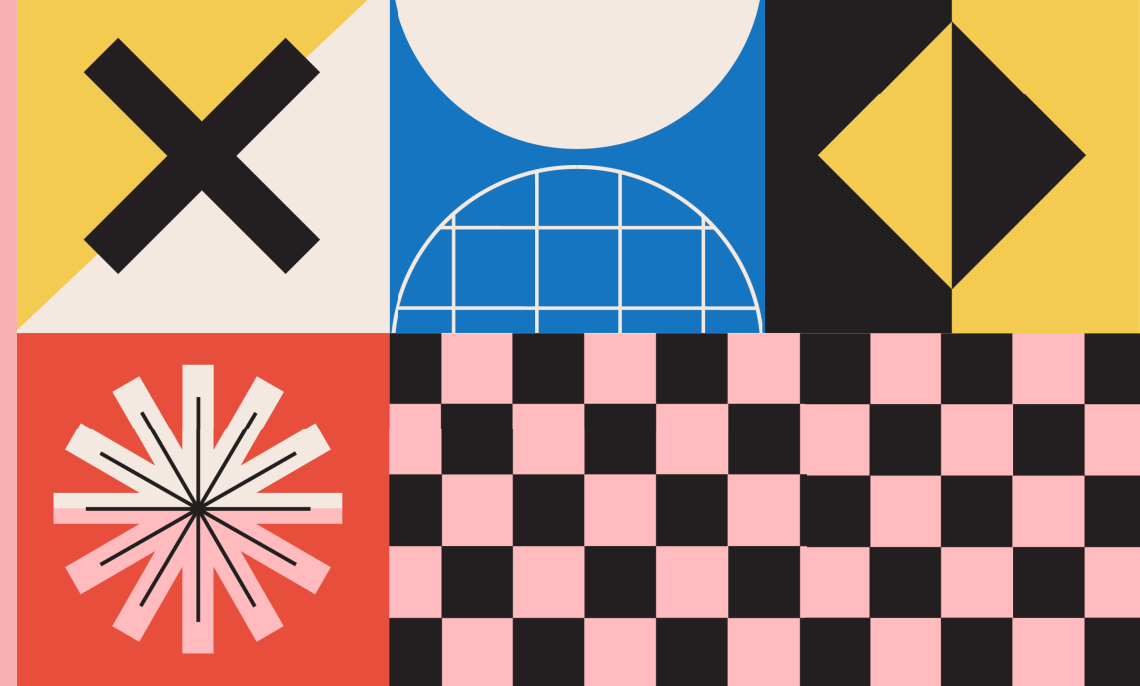


About the University

The University of York Students' Union forms a key element of the wider University of York community. The University of York is a Russell Group institution founded in 1963. It is one of just six post-war Universities to have appeared in the world top 100 institutions. With over 30 departments and research centres, the University is home to more than 22,000 students and 500 staff.

Its strategy ([available here](#)) is focused on its strong sense of purpose as 'a University for public good'. This is underpinned by a commitment to quality; York is one of only four universities to have won the top Gold Teaching Excellence Framework award and be in the top ten in the Research Excellence Framework (matched only by Oxford, Cambridge and Imperial).

For further information on the University see [here](#).



About our Governance

As well as our employed staff, made up of both specialist full-time 'career' staff and student part-time staff, we will, for the first time this year, have a team of seven full-time student officers, elected each year by cross campus ballot. Our full-time officers cover the portfolios of **Union Affairs Officer, Union Development Officer, Academic Officer, Sports Officer, Activities Officer, Community and Wellbeing Officer and Equality and Inclusion Officer**. As well as their representative roles, our sabbatical student officers hold positions as trustees for their one or two year duration of office.

The five sabbatical officer trustees are accompanied on our Trustee Board by three student trustees (current students, elected by cross-campus ballot), and three external lay trustees recruited for their experience and expertise.

Our Commitment to You

Our people matter. We take support for our people really seriously, and pride ourselves in creating an environment where people enjoy coming to work. We offer a huge variety of roles that rely on a diverse range of skills and experiences to bring them to life. We invest heavily in learning and development opportunities, in welfare and wellbeing and in our staff benefits package. We are a Real Living Wage employer, we benchmark our permanent staff salaries regularly and we offer a whopping 38 day total leave package for all our full-time staff, with a company-wide closedown over the Christmas period. We believe flexible working benefits everyone, supporting wellbeing, performance and engagement and so we offer some of the most flexible working patterns you'll see anywhere.

We want to do better and we are investing time, money and resources into bringing our commitment to inclusion and diversity to life. We are building a culture that celebrates diversity, broadens our collective experience and makes sure our organisation is truly representative. We know that being an inclusive place to work requires active effort, commitment and determination. Our priority is making sure that, if you care about what you do and want to provide the best experience possible for and with our students, we encourage you to bring your full authentic self to work.



We listen. We run, and act on, regular employee engagement surveys and have an active employee representative forum that helps shape our approach to wellbeing, engagement, reward and recognition and our social impact. How does this play out for us? Our team told us that they wanted more flexibility in their work-life balance - we responded with one of the most flexible working time policies you'll find, with an ambitious plan to pilot a 4-day week in summer 2025. Our team wanted to do more to make an impact on the world around us - we increased our volunteering leave entitlement to 3 days for all staff. We share news on both the little things that matter, and the more complex longer-term strategic plans on a regular basis.

We care. We have received a number of awards for our commitment to providing quality licensed spaces that have sustainability at the heart of our day-to-day operations. We have, for the past 3 years, received Gold status with Best Bar None (a nationally recognised licensed trade best practice scheme) and for the last several years achieved Excellent status with the NUS' Sustainability & Green Impact Programme. We are a part of our local community. We carefully consider our impact and partner with local charities on our sustainability initiatives and 'adopt' charities nominated by our student body to fundraise each year. We invest in a comprehensive Employee Assistance Programme and have a team of trained Mental Health First Aiders and access to a wide range of mental health support services should further help be needed.

How to Apply

All applications should be made via our [online application portal](#). To support an unbiased recruitment process, we do not accept CVs or covering letters for our positions.

All applications will be considered 'blind' (removing candidates' names and other identifying factors) and a shortlist of candidates will be invited for informal interview. We provide both online and in-person options for most interviews and will accommodate any further adjustments required by candidates.

All of our job adverts include dates for interview, but should you require further information, please contact hr@yorksu.org.

Many thanks for your interest and good luck!

(Updated: July 2024)

