



The University of Birmingham Guild of Students is a charity and the students' union for more than 36,000 students. We represent our members to the University and other organisations on the issues that matter to students most. We also exist to help students develop skills outside of study, have fun, meet people and make sure their time at Birmingham is special.

Residents Association Scheme Coordinator (Fixed Term Maternity Cover until April 2019)

£25,835 gross per annum – 35.5 hours per week

The Residents Association Scheme supports students to deliver and promote a timetable of events and activities for those students living in University of Birmingham residences.

The Residents Association Scheme Coordinator will work with the Student Groups Manager to develop the Service Level Agreement between the Guild of Students and the University of Birmingham Hospitality and Accommodation Services with regards to Residents Association Scheme activities and events.

You will develop a cohesive community and sense of belonging within University of Birmingham student accommodation, along with providing accurate and timely information to enable the reporting of the financial and operational performance of the Residents Association Scheme.

We are looking for an individual who has demonstrable experience of planning, developing and delivering, events and activities with various stakeholders, along with experience of developing and managing budgets and experience of successfully managing a staff team.

This role involves work evenings and weekends as appropriate to ensure effective engagement with Residents Association Scheme

Closing date for applications: Monday 21st May 2018 at Midday

For application packs please visit: <http://www.guildofstudents.com/about/your-union/workwithus>

or email: staffing@guild.bham.ac.uk



We'll make sure you get the best from Birmingham!

