**University of Surrey Students’ Union – Student Trustee Role Description**

The Student Trustee is an appointed student member (volunteer) of the University of Surrey Students’ Union Trustee Board. The current trustee board consists of 5 elected sabbatical officers with the Student Union President being Chair of the Board of Trustees, Union Chair (student trustee), 1 University Trustee and 4 external trustees. The responsibilities of the trustee board is to ensure that the Union is acting in the best interests of its members.

A trustee is responsible, individually, and collectively, for all activity within the University of Surrey Students’ Union. The Board of Trustees is responsible for setting the vision and values of the organisation and for ensuring the delivery of organisational purpose. The Trustees ensure development of and agree a long-term strategy and approve and monitor plans to deliver the strategy.

**Key Responsibilities:**

Trustees are accountable for delivering the responsibilities detailed in the Terms of Reference of the Board of Trustees. Notwithstanding this, all Trustees have a duty to:

* Ensure that the University of Surrey Students’ Union acts in accordance with its charitable objects, constitution, and other guiding documents, in particular, remains trust to its mission, vision and values.
* Help the University of Surrey Students’ Union achieve its objectives and improve the lives of its members.
* Ensure that the University of Surrey Students’ Union complies with all relevant legislation and regulations, including relevant charity acts and education acts.
* Ensure that the University of Surrey Students’ Union does not undertake activities that put its financial stability, members, or reputation at undue risk.
* Work with other trustees, staff, and volunteers in a constructive manner and for the greater good of the University of Surrey Students’ Union.
* Participate fully in Board meetings
* Use their personal skills and experience to ensure the University of Surrey Students’ Union is well run and efficient
* Seek external professional advice where there may be material risk to the University of Surrey Students’ Union or where the Trustees may be in breach of their duties, or at any other appropriate moment.
* Add value to the Board and the University of Surrey Students’ Union through generating ideas, challenging the status quo, broadening thinking, and supporting and promoting innovation and creativity.

**The Students’ Union look for 7 values in a Trustee:**

* Selflessness
* Integrity
* Objectivity
* Accountability
* Openness
* Honesty
* Leadership

Do you feel as though you would be the perfect fit as a Student Trustee? Apply below!

**University of Surrey Students’ Union – Student Trustee Application Form 2021/22**

|  |  |
| --- | --- |
| **Full Name** |  |
| **Student URN** |  |
| **Student Email** |  |
| **Year of Study** |  |
| **Course of Study** |  |
| **Level of Study** |  |

|  |  |
| --- | --- |
| **Why would you like to be a Student Trustee?** |  |
| **What skills and insight do you believe you could bring to the Trustee Board?** |  |
| **How do you believe you encompass the 7 values that we look for in a Trustee?** |  |

**Please email the completed form to Caroline Royle, Human Resources & Staff Development Manager at** [**c.royle@surrey.ac.uk**](mailto:c.royle@surrey.ac.uk)