

HEFCW's Student Opportunity and Achievement Committee

Vacancies for Members

Summary

HEFCW is seeking candidates for the appointment of an employer Member, and a Head of Careers or Employability/ Head of Student Services to our Student Opportunity and Achievement Committee (SOAC). This is a committee of HEFCW's Council, and acts in an advisory capacity.

The remit of the Committee is to advise on student opportunity and achievement in higher education, including Welsh medium, initial teacher training, widening access, equality and diversity, and skills and employability, with the aim of ensuring that Welsh higher education meets the needs and expectations of learners and other stakeholders.

The Committee will meet twice a year.

SOAC Members receive no remuneration. However, HEFCW will reimburse you for all reasonable and properly documented expenses you incur in the performance of your duties, in accordance with our travel and subsistence procedures.

The appointment will be for an initial term of up to three years unless terminated earlier by either party, with the possibility of re-appointment for a further term.

Candidates should apply by **10 September 2017**.

The Committee

1. HEFCW is seeking candidates for the appointment of an employer Member and a Head of Careers or Employability/ Student Services to our Student Opportunity and Achievement Committee (SOAC). This is a committee of HEFCW's Council and acts in an advisory capacity.
2. Candidates should apply by **10 September 2017**.

Background

3. The Higher Education Funding Council for Wales (HEFCW) was established under the Further and Higher Education Act 1992. From 1 July 1999, HEFCW became a sponsored body of the newly-established National Assembly for Wales. We subsequently became known as an Assembly Government Sponsored Body (Government of Wales Act 2006) and finally, a Welsh Government Sponsored Body (WGSB) in May 2011.
4. HEFCW is an intermediary body between the Welsh Government and the higher education (HE) sector in Wales, and we provide expert advice to the Welsh Government on the sector. We support the HE system in Wales in delivering Welsh Government priorities, securing high quality learning, teaching and research and contributing to Welsh culture and society and the economy.
5. The Higher Education (Wales) Act 2015 became law in March 2015. This has meant changes to HEFCW's powers – and, in particular, an enhanced role as a regulator of higher education (HE) in Wales. Under the new Act, HEFCW has specific duties relating to: fee and access plans; the quality of education; a Financial Management Code for regulated institutions. From 1 August 2015, all higher education providers with existing, approved fee plans became regulated institutions. Most of HEFCW's powers under the new legislation came into force on 1 September 2015.
6. The role of the Committee is to advise the Council on all matters relating to student opportunity and achievement in higher education, including Welsh Medium, Initial Teacher Training, widening access, equality and diversity, and skills and employability, with the aim of ensuring that Welsh higher education meets the needs and expectations of learners and other stakeholders. It also acts as a sounding board to inform Council regarding new approaches to policy development relating to the areas covered by the Committee, and recommends to the Council strategies in support of HEFCW's Corporate Strategy as it relates to the areas covered by this Committee.

Person Description

7. We are looking to make the following appointments:
 - Employer – an individual who is either involved in employing new staff across a range of graduate roles, or is familiar with graduate recruitment or employment within an industry or sector or across industries or sectors, in order to provide broad insight into the skills required by employers. The individual could be from an employer representative body.
 - Head of Careers or Employability/Head of Student Services - this person should be able to provide insight into the skills needs of the diverse student body, as well as perspectives on the broader student experience.

The role

8. The Committee will meet twice a year.
9. In applying for this appointment, you have confirmed that you are able to allocate sufficient time to prepare for and attend SOAC meetings and fulfil any other expectations of your role, eg to become fully informed about the range of areas covered by this Committee.

Terms of Appointment

10. The appointment will be for an initial term of up to three years unless terminated earlier by either party, with the possibility of re-appointment for a further term.
11. SOAC Members receive no remuneration. However, HEFCW will reimburse you for all reasonable and properly documented expenses you incur in the performance of your duties, in accordance with our travel and subsistence procedures.
12. You have an obligation to declare all relevant interests to HEFCW annually, and to update your declaration whenever there is a material change.
13. We expect you to carry out your role to the highest standards of conduct. The standards which you should apply are described in the seven principles of public life (the Nolan principles).

The Appointment Process

14. The appointment will be agreed by HEFCW's Appointments Committee.
15. Please submit your application in the form of your CV and covering letter demonstrating the relevance of the application to the post. This includes detailing your experience as outlined in the role specification, and across the remit of the committee more broadly.

16. You must confirm, where applicable, that you have the support of your institution or organisation to undertake this role.
17. Applications should be submitted electronically to Dr Cliona O'Neill (cliona.oneill@hefcw.ac.uk), to arrive no later than **10 September 2017**. Previous applicants are welcome to indicate if they wish to be reconsidered.