**Vacancy: OfS Student Panel member**

**Role and Responsibilities**

The primary role of student panellists is to represent the student view (short, medium and long term) in the work of the OfS.

The panel provides advice to the board and the executive on all aspects of the OfS’ activities, especially on how the OfS should engage with and represent students’ interests.

Panel members scrutinise the work of the OfS, advising on strategic decisions from the student perspective. The chair of the panel (Martha Longdon) is responsible for articulating the panel’s views to the Board.

The panel:

* Represents a diversity of students’ perspectives in the governance of the OfS, primarily channelled through the student board member;
* advises on strategies for student engagement;
* advises on the OfS’s activities in areas that are strategic priorities.

**Selection Criteria**

The following are essential criteria for the role of OfS student panellist:

* commitment to excellence in regulation and higher education;
* the ability to take account of the student perspective for the short, medium and long term;
* think strategically about the ‘big picture’ in higher education;
* analyse and evaluate evidence and use it to inform views;
* articulate and present own views and those of others;
* challenge effectively, where appropriate;
* work effectively as part of a team;
* make the necessary time commitments and attend the relevant meetings, as outlined below;
* understand the need to respect confidentiality;
* have an interest in higher education as a prospective, current or recent student.

The following are desirable criteria for the role of OfS student panellist:

* knowledge of the higher education sector.

We welcome applications from all current, recent and future students, no matter how you are studying, or your stage of study and regardless of previous experience. This year we are particularly keen to hear from students with experience of studying at small and specialist providers, or who have pursued higher education in a further education setting. If you have experience of living in care or of being estranged, we would particularly welcome an application from you.

**Expected Time Commitments**

The panel will meet four times a year. The expected time commitment, which includes the panel meetings, preparation for meetings, and work in between meetings is c.6-8 days per year.

**Fees and Expenses**

Panel members will be paid £1,200 per year.

Reasonable travel expenses and subsistence will be reimbursed in line with the OfS's travel and subsistence policy.

**Additional Information**

1. The Office for Students (OfS) is a public body, established in law by the Higher Education and Research Act. Its role is to regulate the higher education sector, promoting high quality teaching, choice and value for money for all students.

1. The student panel plays a critical role in informing the OfS’s approach and activity.

1. The OfS's chief executive attends panel meetings as an observer.

1. The panel is comprised of around twelve people and includes a diverse range of current, future and recent students from a variety of backgrounds and with a range of higher education experience.

1. Panel members will be appointed for one year, with the possibility of re-appointment for a further year.

**Application and Appointment Process**

Candidates should firstly check that they meet the criteria set out in this document. They should then **submit a CV, application form,** demonstrating how they meet the requirements of the roleand an **equality and diversity monitoring form.** The **personal statement should not be more than 800 words** and provide two referees. The application should be submitted by email to studentpanel@officeforstudents.org.uk.

Please ensure that applications are submitted by midnight on **Sunday 27 January 2019.**

Applications will be reviewed and assessed against the criteria outlined in this document. If there are a high volume of applications, the selection panel may choose to shortlist applications against a single essential criterion. Candidates successful in reaching the interview stage will then be provided with further information about the role, the terms and conditions of appointment and practical arrangements for interviews.

Interviews for this role will take place on Thursday 14 February and Friday 15 February in London.

Please see the 2018 Student Panel Member Terms of Reference for further information. Please note that this will be updated and a 2019 Student Panel Member Terms of Reference will be agreed when the panel convenes for its first meeting in 2019.

The application form, equality and diversity monitoring form and privacy notice can be found on the website.

Please email studentpanel@officeforstudents.org.uk if you have any queries.