

PGA Officer



Description

The Postgraduate Association (PGA) Officer is to be responsible for bringing the views of postgraduate students to the appropriate UCL Union and College Committees and ensuring these students are aware of all issues within UCL Union and the College affecting them, particularly academic and welfare issues. They will facilitate the development of a postgraduate student community by providing regular activities and events for these students.

Duties & Responsibilities

- To be responsible for bringing the views of postgraduate students to the Union
- Facilitate postgraduate representation to the College, including via regular meetings with the Graduate School
- Facilitate the development of a postgraduate student community by coordinating activities and events for postgraduate students
- Chair the PGA Forum
- Represent postgraduates externally to organisations such as the NUS
- Seek to proactively improve the engagement of postgraduates in Union activities

Who is Eligible to Stand?

UCL postgraduate students

Time Commitment

Until 31st August 2012

- 2-3 hours avg. every week (committee meetings and preparation)
- Attendance at PGA and other relevant Union, London Postgraduate Network, or NUS events

Skills & Benefits Gained

Written Communication	✓	Committee Work	✓	Access to a Budget	✓
Verbal Communication	✓	Time Management	✓	Training Opportunities	✓
Decision Making	✓	Planning	✓	Opportunity to Travel	✓
Teamwork	✓	Negotiation	✓	IT	✓

Who will Elect this Position?

UCL Postgraduate Students

Supported By

- Medical & Postgraduates' Officer
- UCLU Staff