

# Work with us

Located in Oxford, Brookes Union is a charity supporting 18,000 students at Oxford Brookes University to achieve their full potential on campus and beyond, driving positive change and having a valuable impact on society. Our staff work alongside elected officers to deliver our [strategic aims](#) of Community, Representation & Advocacy, in line with our [values](#).

## Who are we searching for?

We have just been through a period of change and have a number of roles available. For the coordinator roles, we are open to applications from those with experience, and also those that are at the start of their careers; your passion and commitment to creating change is what's most important to us.

As part of our new strategy we have committed to becoming a more inclusive organisation both for our staff and our students. We are therefore particularly interested in hearing from people of colour, disabled people, people with experience of care and those who define as being from a working class background. We want to support diverse and inclusive work environments and are actively looking for people who share our values.

If you're just excited about working in a students' union you can apply for more than one role in the same application, just let us know on the application form.

## Available Roles:

### [Head of Community \(£43,414\)](#)

This is an exciting new role delivering on the new 'Community' strand of our strategy. You'll be leading on the delivery of on-site activity and strategically driving engagement across the whole organisation. We're looking for someone with management experience, looking to take the step into senior leadership with a strong understanding of how to build communities.

### [Policy Coordinator \(£25,642\)](#)

Based in our newly-formed Advocacy Team, this role is aimed at collecting issues, information and data from our Advisers and academic representatives and transforming it into persuasive, evidence-based policy positions for our elected officers and students to lobby with. This role would suit someone looking to get into policy analysis, with an interest in higher education quality and policy.

### [Academic Representation Coordinator \(£25,642\)](#)

Also based in our newly-formed Advocacy team, this role supports a network of 500 student representatives across the University. You would be responsible for recruiting, training and organising representatives to deliver high-impact advocacy for the students they represent.

We're looking for someone interested in developing others, building strong relationships and with an understanding of advocacy.

## Why apply?

No two days in a students' union are ever the same! We're the exact opposite of corporate; we're a dynamic, fast-paced organisation focused on making progressive change. All of these roles will come with personalised development plans and access to training. Our benefits include:

- 6% employer contribution to NEST pensions
- Free eye tests
- Cycle to work scheme and access to weekly on-site bike doctor
- Season ticket loans
- Travel discounts
- Totum Card (student discount card)
- Access to specialist training
- On-site gym
- On-site nursery
- 25 days annual leave plus bank holidays and University closure days (minimum 5 days per year)
- Enhanced pay/leave arrangements (sickness, parental etc)
- Employee Assistance Programme
- Flexible & home-working options

We are currently reviewing our staff benefits and are open to ideas, so if there's a deal-breaker just drop us an email and we'll look into it.

## Application

If you would like to apply please complete Brookes Union [application form](#) and [equalities monitoring form](#). If you would like an informal chat about the role please contact Emilie Tapping (CEO) on [etapping@brookes.ac.uk](mailto:etapping@brookes.ac.uk).

In your personal statement & employment history please explain how you meet the 'Tested at... Application' section of the person specification. Don't worry if you don't meet all of the essential/desirable criteria - if there's something missing just make sure you get across why you think you're right for the role.

## Timeline

We're accepting applications for these roles until midnight on 14 September 2022; interviews are likely to take place the week commencing 3 October 2022.