



# BECOME A TRUSTEE

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[www.birkbeckunion.org](http://www.birkbeckunion.org)



### **About Birkbeck Students' Union**

Birkbeck Students' Union is the heart of the student community at Birkbeck University of London, proudly serving a diverse body of over 10,000 students, the majority of whom are postgraduate and mature students. Our mission is to enhance the student experience and provide robust support to our members, ensuring they have the resources and opportunities they need to succeed both academically and personally.

With an annual income of over £400,000, we strategically allocate funds to various initiatives aimed at supporting and enriching the lives of our students. This funding allows us to offer a wide range of services, including:

- Representation
- Social Activities
- Advocacy
- Communities

At Birkbeck Students' Union, we are dedicated to making a positive impact on our student community and continuously strive to innovate and improve our services to meet the evolving needs of our members.

# WELCOME



# MANAGEMENT

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## **William Sarenden**

*Chair of Trustees and Elected Officer*

✉ [w.sarenden@bbk.ac.uk](mailto:w.sarenden@bbk.ac.uk)

William was elected as Education Sabbatical Officer, where he leads academic change for students. He is also the acting Chair of Trustees for Birkbeck Students' Union.

## **Yousuf Joondan**

*CEO*

✉ [y.joondan@bbk.ac.uk](mailto:y.joondan@bbk.ac.uk)

Yousuf is responsible for overseeing the organization's operations, ensuring alignment with its mission to represent and support the student body.







# WHAT IS A LAY TRUSTEE?

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A Lay Trustee is an external individual who volunteers their time and expertise to support and guide the strategic direction of an organization, ensuring it operates in line with its mission, values, and legal obligations. Lay Trustees bring a wealth of experience from various professional fields and provide an external perspective that is crucial for the effective governance of the organization.

## Key Responsibilities:

- Attend and actively participate in 5 Board of Trustee Meetings per year (normally are on Thursdays 3pm-5pm/ Online)
- Provide strategic oversight and governance to ensure the Students' Union operates in line with its mission, values, and legal obligations.
- Utilize your expertise to support the development and implementation of the Union's strategic goals.
- Monitor financial performance and ensure robust financial controls are in place.
- Offer guidance and insight on matters within your area of expertise.
- Work collaboratively with fellow trustees and the officer trustees to enhance the Union's impact and effectiveness.
- Commit to additional meetings and duties as necessary depending on specific outcomes and organizational needs.



# BOARD OF TRUSTEES

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The Union is a registered charity with the Charity Commission of England & Wales (No. 1142614), and has adopted an incorporated company structure that is limited by guarantee under the Companies Act 2006.

The Trustees of the Union, are also company directors as well as charity trustees. The Trustees formally meet around five times each financial year. The Trustees are responsible for the good governance, financial stability and strategy of the Union. They delegate a number of powers and executive actions to their Chief Executive and to the Executive Committee. The members of the Union are represented generally by the Student Parliament.

Our Board of Trustees is made up of 5 Lay Trustees (External Individuals who have unique experience or knowledge that the SU could benefit from), 8 Officer Trustees (Elected students who bring a student perspective) and 2 student trustees (One Undergraduate and One postgraduate who bring their experience and perspective). All trustees work together and make decisions that will benefit the union's growth and its members.

More information can be found [here](#)





# WHAT WE ARE LOOKING FOR

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Birkbeck Students' Union is seeking one exceptional individuals to join our Board of Trustees as volunteer Lay Trustees. We are looking for candidates who are leaders in their respective fields and have substantial experience in one or more of the following areas:

- Cybersecurity
- Fundraising
- Legal
- Human Resources (HR)

Person Specification:

- Proven expertise and experience in at least one of the specified areas.
- A strong commitment to the values and mission of Birkbeck Students' Union.
- Excellent interpersonal and communication skills.
- Ability to think strategically and contribute to the Union's long-term planning.
- A thorough understanding of governance and the role of a trustee.
- Availability to commit to the required meeting schedule and additional responsibilities as needed.
- A collaborative mindset and the ability to work effectively as part of a diverse team.



# BENEFITS

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- The opportunity to make a significant impact on the direction and success of Birkbeck Students' Union.
- Personal and professional development through engagement in governance and strategic planning.
- Experience in high-level decision-making and strategic oversight.
- Networking opportunities with professionals from various fields.
- The chance to contribute to the betterment of the student community at Birkbeck University of London.





# APPLICATION

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Interested candidates should submit a resume and a cover letter outlining their relevant experience and motivation for applying. Applications should be sent to [su-committees@bbk.ac.uk](mailto:su-committees@bbk.ac.uk) by Monday 2nd December.

Birkbeck Students' Union is committed to diversity and encourages applications from all individuals regardless of background who meet the role's criteria.

Join us and contribute to shaping the future of our vibrant student community!