Science Equity, Diversity, and Inclusion Working Group (SEDIWG)

Expressions of Interest

Position: Undergraduate Student Representative

The Faculty of Science is committed to providing a supportive, equitable and inclusive environment where all staff and students can reach their full potential, supporting the University’s aspiration to be the exemplar Australian University and employer of choice for people from diverse backgrounds.

The Faculty of Science Equity, Diversity, and Inclusion Working Group (SEDIWG):

- Provides strategic direction and leadership on aspects of SEDIWG in line with UNSW’s 2025 Strategy and the Faculty of Science Strategy;
- Identifies diversity initiatives and actions;
- Reviews the progress towards equity, diversity, and inclusion goals.

The Working Group is currently seeking a voluntary undergraduate student representative from the Faculty of Science to sit on the Working Group.

Structures and Governance

The SEDIWG comprises of members who will broadly reflect the desired diversity of the Faculty:

- Science co-Associate Deans of EDI
- Professional or Academic Staff representing each of the eight schools in Science,
- Representatives from the Athena Swan Self-Assessment Team
- Representatives from the Women in Research Network
- Representative from the Science EDI Project Teams
- Up to 2 Faculty Student Representatives (1 Undergraduate and 1 Postgraduate).

Role of the Undergraduate Student Representative

Note this is a voluntary, non-renumerated role.

The student representatives are responsible for:

- Attending all working group meetings (held during business hours, approximately every eight weeks, 2022 schedule attached)
- Reading papers and other materials in preparation for the meeting.
- Representing the student voice
- Providing constructive student-centric input and feedback to individual members and EDI Project Officer as required
- Adhering to the governance structures and processes
• Supporting and amplifying the vision, mission, and values of the Faculty’s Equity, Diversity, and Inclusion policies and program

**Experience and Qualifications**

**The Undergraduate Student Representatives is expected to:**

• be currently enrolled undergraduate student in the Faculty of Science with at least 1 year left of their degree;
• be currently in good standing in their degree
• have experience and/or knowledge of the equity, diversity, and inclusion space;
• have insights into the student experience to help shape SEDIWG programs and direction.

**Term of Appointment**

The undergraduate student representative is appointed for a one (1) year term or a term that ends upon graduation from an undergraduate degree.

**Appointment Process**

The EDI Project Officer will facilitate the appointment process. The key steps in the appointment include:

1. Seek expressions of interest (EOI) in the position
2. Receive applications from interested parties
3. Confirm receipt of all applications
4. The EDI Project Officer will review EDI applications and provide a shortlist of suitable candidates to the Co-Chairs
5. The Co-Chairs will appoint the new undergraduate student representative and the Student EDI officer will notify the successful candidate
6. The undergraduate student will commence in the position as soon as practicable
7. All other applicants will be advised of the outcome of the process

**Submitting an Expression of Interest**

Application for the role of the Postgraduate Student Representative should include

• A 1-page cover letter outlining the skills and attributes that would assist you in the position together with an explanation of why you would be a suitable undergraduate representative. Ideally, this should relate to the required experience and qualification outlined in the role of the undergraduate student representative. You should also outline what degree you are enrolled in and which year of study you are currently completing.

Applications must be received by COB 5pm Friday, 8 July 2022

Email to: Science.EDI@unsw.edu.au
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