



STUDENT WELLBEING AND EQUITY & INCLUSION VOLUNTEER FACILITATOR ROLE DESCRIPTION

Welfare & Inclusion Council

SUMMARY

Positions: 1 x Student Wellbeing Facilitator and 1 x Equity & Inclusion Facilitator

Start date: September 2026

End date: June 2027

Hours of work: Part-Time, working 3-4 hours per week Monday – Friday, including meetings, feedback sessions, event planning, and communication with students and faculty

Induction & Training: Monday 21st September

Stipend: £55 per week worked stipend to offset the costs associated with volunteering their time (e.g. travelling to and eating on campus). The stipend will be signed off by Student Voice team, reflective if they have fulfilled their outlined responsibilities.

Responsible to: Advice & Wellbeing Manager & Student Voice Manager

DESCRIPTION

TIME REQUIRED FOR ROLE:

This is a part-time voluntary position with a weekly stipend roughing 3-4 hours a week, excluding University closure periods and out of term weeks.

TERM OF OFFICE:

This is a term time only position lasting 48 weeks. The role will commence at the start of the 26-27 academic year.

QUALIFICATION FOR ROLE:

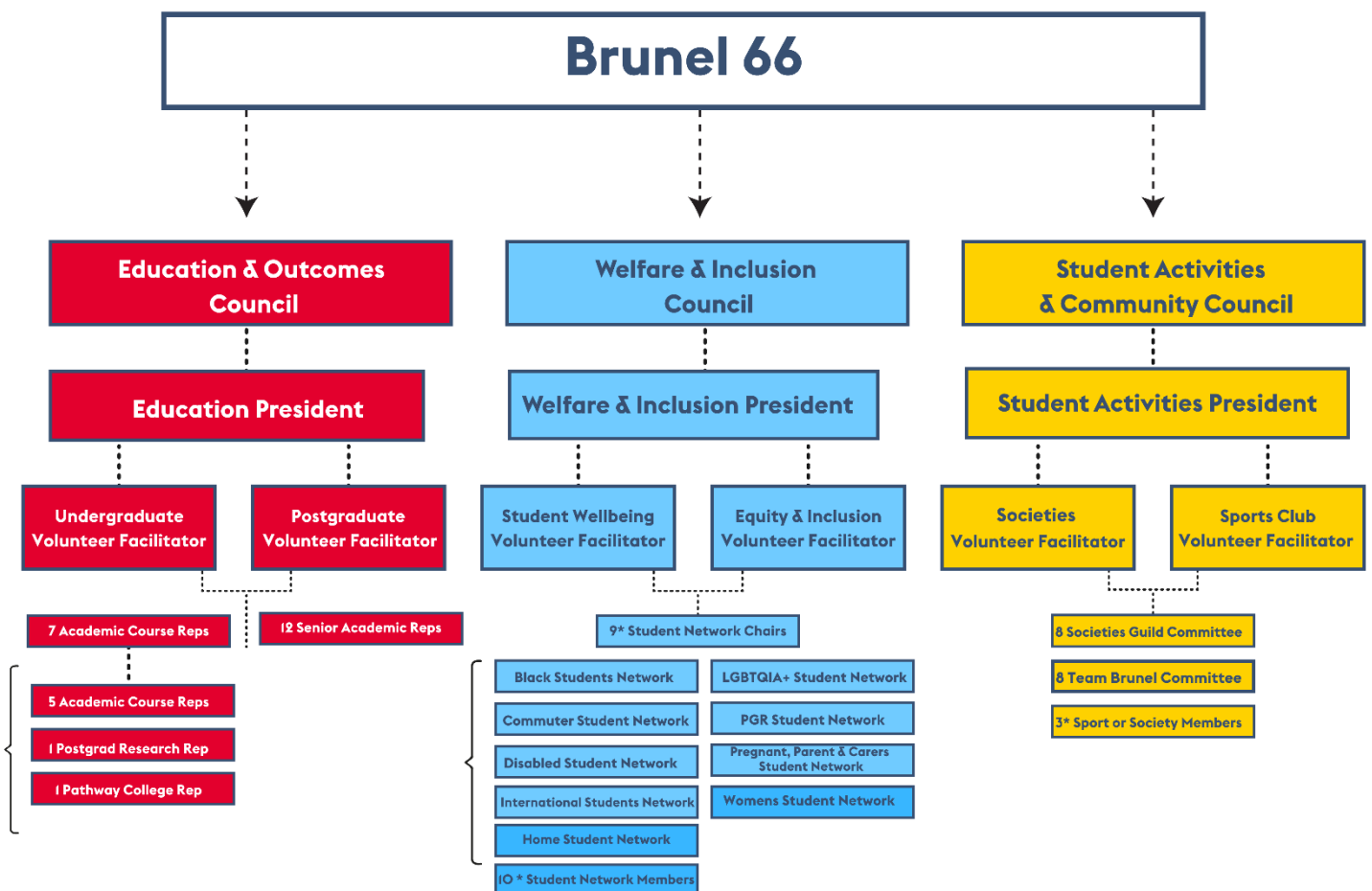
Must be a current student at the Brunel University London when applying and be a full member of the Union of Brunel Students. You must be a member of Student Network. Ideally you will have demonstrated interest in improving the student experience and advocating for student's needs, as well as having excellent communication skills and the ability to build positive relationships and work collaboratively with students and staff.

INTRODUCTION

The Equity & Inclusion and Student Wellbeing Volunteer Facilitator roles are pivotal voluntary roles within the student community, designed to ensure that student voices are given the opportunity to be heard and valued within the Welfare & Inclusion Council. As a Facilitator, you will act as co-vice chair of the Welfare & Inclusion Council and support the Chair (Welfare & Inclusion President) with the smooth running of Council meetings.

Brunel 66

Brunel66 is our new Student Assembly and is the Union's main decision-making body. It creates and oversees our guiding policies, holds the Student Officers to account, and is involved in Union campaigns and development. Brunel66 will consist of 66 members across 3 councils: Education & Outcomes Council, Student Activities & Community Council and Welfare & Inclusion Council.



WELFARE & INCLUSION COUNCIL

Operation

- The Welfare & Inclusion Council (WIC) will meet 6 times in total (4 Brunel66 meetings and 2 council meetings) and will be chaired by the Welfare & Inclusion Council.

Volunteer Facilitator Role

- The Student Wellbeing and Equity & Inclusion Volunteer Facilitator roles will be chosen via an application process and selected by a panel of University & Union staff.
- The Volunteer Facilitator will co-chair the Welfare & Inclusion Council.

Student Network Chairs

- 1 x Black Students Network
- 1 x Commuters & Distance Learners Student Network
- 1 x Disabled Students Network
- 2 x Home Students Network
- 1 x International Students Network
- 1 x LGBTQIA+ Student Network
- 1 x Pregnant, Parent & Carers Student Network
- 1 x Postgraduate Research Student Networks
- 1 x Women's Student Network

Student Network Members

- Student Network members who wish to join the Welfare & Inclusion Council will have to express their interest. In order to be eligible, they must have attended at least 1 Student Network meeting or event
- There are 9* spaces available.

Responsibilities

- Debate and implement policy and campaigns that relate to student wellbeing (e.g. safety, health and welfare), widening participation, equity, inclusion and accessibility.

MAIN PURPOSE OF ROLE

The Student Wellbeing Facilitator and Equity and Inclusion Facilitator roles are pivotal voluntary roles within the student community, designed to ensure that student voices are given the opportunity to be heard and valued within the Welfare and Inclusion Council. As a Facilitator, you will act as co-vice chair of the Welfare and Inclusion Council and support the Chair (Welfare and Inclusion President) with the smooth running of Council meetings.

- Act as co-vice chair for the Welfare & Inclusion Council.
- Work with the Student Voice Team and Welfare & Inclusion to coordinate activity focused on improving students' overall wellbeing and advancing equity and accessibility for students.
- Support the Welfare & Inclusion President in the smooth running of Council Meetings which includes but is not exclusive to:
 - ⇒ Arranging Council Meetings (a minimum of 2 meetings) ensuring that meeting is quorate
 - ⇒ Preparing and circulating Agenda, minutes and associated papers.
 - ⇒ Attending Brunel 66 Meetings (4 meetings per academic year).
 - ⇒ Ensure minutes of Council Meetings are recorded and circulated.
 - ⇒ Ensure Council Actions are recorded and actions are acted upon.
 - ⇒ Recording non-attendance of members and ensuring members are held accountable.
 - ⇒ Actively promoting the Council and communicating its achievements.
 - ⇒ Assisting other members of the council as needed in furthering their initiatives and objectives.

Welfare & Inclusion Council

The membership of the Welfare and Inclusion Council can be found above.

Welfare & Inclusion President

The Welfare & Inclusion President's primary objective is to advocate for social equality and ensure students from underrepresented communities have an equitable and inclusive experience. Working closely with student networks, they deliver projects that support and empower students from marginalised communities and improve the outcomes of students from dis-privileged circumstances. They will also feed into Brunel's University's Access and Participation Plan, holding the University to account with fulfilling its role as outlined by the Office for Students.

Student Networks

Student networks are student-led communities that represent and support underrepresented groups. Student networks plan campaigns, review policy and lobby for equity, diversity and inclusion. Current Student Networks are:

1. Black Students Network
2. Commuter and Distance Learning Students Network
3. Disabled Students Network
4. Home Students Network
5. International Students Network
6. LGBTQ+IA Students Network
7. PGR Students Network
8. Pregnant, parent and carer Students Network
9. Women's Student Network

CRITERIA

Education, Experience & Training		<i>Essential /Desirable</i>
• A currently enrolled Brunel Student for the whole academic year 26/27. • A currently enrolled Brunel Student for the whole academic year 26/27. • A member of a recognised Union of Brunel Student Network. • Experience organising meetings, writing reports and minuting meetings. • Experience working as part of a team to deliver a project. • Administration and data entry skills		E E D E E E
Knowledge		
• Knowledge or an understanding of the issues that affect the student's wellbeing (e.g. safety, loneliness, physical and mental health). • Knowledge or an understanding of the issues that affect marginalised and underrepresented communities • Understanding of the Student Union's representation and democracy structures. • Competent in the use of IT and Office Suite (e.g. Word, PowerPoint, Teams & Excel) • An awareness of/or willingness to learn computer security & data protection . • Good interpersonal skills and understanding of how to engage with students from diverse backgrounds. • Knowledge or understanding of how to write a good and clear report. • To take responsibility for specific initiatives.		E D D E E E E D
Skills & Abilities		
• A commitment and ability to promote equality, diversity and inclusion. • Strong oral and written communication skills, including the ability to communicate effectively in oral and written English. • The ability to build the trust of community and student opportunities groups. • Negotiation and persuasion skills. • Self-motivation and an ability to use initiative. • Organisational and project-management skills. • Ability to show understanding and sympathy when appropriate. • Ability to encourage students to develop as individuals within our Brunel Community and foster a sense of respect for one another. • The ability to deal with and attempt to resolve situations calmly, with a common - sense approach. • The ability to lead by good example and create a positive influence on others.		E E E D E E E D E D
Additional Attributes		
• A confident, flexible and mature approach and attitude • Commitment to equal opportunities issues. • To be willing to undertake relevant training as required. • Willing and able to work evenings and weekends on occasion as necessary.		E E D E

APPLICATION PROCESS

If you are interested in applying for either the Student Wellbeing Volunteer Facilitator role or the Equity & Inclusion Volunteer Facilitator Role, please complete this short application form.

[Welfare & Inclusion Council - Volunteer Facilitator Role – Fill in form](#)

The form will ask for a brief statement of interest (maximum 500 words), explaining why you want to become a Facilitator and what you hope to achieve in the role.

Deadline: Wednesday 26th August 2026