

Student Trustee Recruitment Recommendations and Review

1.0 Introduction and Background

- 1.1 The 2013 governance review included a reform of the make-up of the Union's Board of Trustees. One of the key changes to the Board was the introduction of two appointed Student Trustee roles.
- 1.2 The intention of the introduction of these positions was to:
 - 1.2.1 Ensure that a wide range of student backgrounds and viewpoints were represented on the Board
 - 1.2.2 To provide continuity and consistency to the Board by ensuring that some student members didn't change at the end of the academic year
 - 1.2.3 Provide opportunities for student to become members of the Board who may not be comfortable in an election or campaigning environment.
- 1.3 Following the approval of a process at the October 2013 meeting of the Board of Trustees, the Union has been through the process of selecting two students, John Winters and Tian Chew Wei, for the role of Appointed Trustee.
- 1.4 As the Constitution allows, John Winters was pointed for 2 years, with his post ending January 2016. Tian Chew Wei's term ended on 23 July 2014.
- 1.5 This paper seeks to outline and review the recruitment process and to make recommendations to the Appointments and Remuneration Committee for their recommendations on appointments to the Board.

2.0 Process

- 2.1 The position of Appointed Student Trustee was advertised to students through the Union's website, student newspaper, individual email messages to candidates who had stood in last year's 'Big Elections' and 'Your Rep and Council Elections' that took place in October this year and social media channels. Information regarding the role was available on the Union's recruitment site and a recruitment pack (Appendix A) was developed which outlined key information about the Union, the Board, the role and the appointment process.
- 2.2 The person specification for the role outlined the desire of the Union to ensure that the perspectives of Female and International Students are reflected on the Board, but did not restrict applications to students from those groups.
- 2.3 The original deadline for applications was 14 November however as of that date, one application had been received so the deadline was extended by a week with the closing date then being 21 November.
- 2.4 In total 14 applications were received. The qualities of the applications were in general very high.
- 2.5 These applications were reviewed by the President who was assisted by Managing Director. The President developed a long list of six, who were interviewed in face to face interviews by a panel.

- 2.6 Those who were unsuccessful in the first round were emailed to inform them of this and were given the opportunity to get feedback on their applications.
- 2.7 This panel consisted of Thomas Wheeler (Officer Trustee) Abigail de Bruin (Officer Trustee), Paul Beaumont (Council Chair). Joe Cooper (Managing Director) assisted this process. The interviews were structured around a pre-prepared set of questions which linked directly to the person specification approved by the Board of Trustees (Appendix B)
- 2.8 Following the six interviews the panel discussed the relative merits of the shortlisted candidates and came to unanimous view on the preferred candidate.
- 2.9 Those who were unsuccessful after the interview were also given the opportunity to receive feedback on their application and interview.
- 2.10 The preferred candidate is an International Student (Non-EU) Graduate (Taught) student. Their course ends on 21 September 2015.

Profile of applications

Male	Female	Undergraduate	Postgraduate	Home/EU	International	Department	How did they hear about positions
11	3	8	6	9	5	Physics (2)	Facebook (1)
						Medicine (4)	Email (8)
						Civil & Environmental Engineering (2)	Website (5)
						Mechanical Engineering(1)	
						Computing (1)	
						Chemistry (2)	
						Business (1)	
						Chemical Engineering (1)	

3.0 Learning Points

- 3.1 Broadly it was felt by the panel that the recruitment process had been successful but the Appointments and Remuneration Committee may wish to consider learning and development points in the future. Although the quality of applications was high, it is worth considering whether the amount of applications should be targeted for improvement in the future.
- 3.2 In particular the following areas could be considered
 - 3.2.1 Timing of Recruitment Process – the decision was taken to wait until after the Union elections before promoting the role so as to ensure that the message wasn't confused or diluted. This meant that the process went on until early December, which may have had an impact in terms of the time available to students in comparison to workload.
 - 3.2.2 Method of promotion of role – the role was promoted through our 'traditional' promotion channels (in particular emails and social media) but more focus could be placed in the future on targeting promotion to particular groups (e.g. through the Graduate School, International Societies etc)

- 3.2.3 The high turnout of Postgraduate applications is positive and is indicative that the Postgraduate community wishes to engage and perhaps see the position of Student Trustee less of a time commitment than other roles in the Union.
- 3.2.4 The low amount of application by female candidates is something to consider and is there a more targeted approach that we can take to encourage female applications.

4.0 Resolves

- 4.1 **To ratify the appointments of:**
 - 4.1.1 **Christopher Chukwunta**

Interviewee _____

Interviewed by _____ Date _____

Score 1 (Low – 5 (high))

Criteria		Notes	Score (1-5)
Motivation for Applying	Can you outline what motivated you to apply for the position and what unique attributes you feel you will bring to the role of Student Trustee?		
Evidence of successfully working in a leadership or governance role (through work or voluntary experience)	Can you outline your experience in leadership or governance?		
A good understanding of the issues affecting postgraduate and international students in the UK and at Imperial College	Can you outline your understanding of the issues facing postgraduate students at Imperial College and how you feel you could help address these issues in this role		

	Can you outline your understanding of the issues facing international students at Imperial College and how you feel you could help address these issues in this role		
An awareness of the effective governance of organisations (public, private or voluntary sector)	What is your understanding of good governance in the context of a charity?		
A understanding of relevant legislation and statutory requirements, including charity law, employment law and health and safety law	What are the key legal considerations you should be aware of as a Trustee of the Union?		
Awareness of the systems and structures in, and issues affecting, Higher Education	Could you outline what you see as the key strategic issues currently facing the Union? How will you act in your role of Trustee to help the Union tackle these challenges		
The ability to challenge the status quo, test perceived wisdom and question authority	How would you approach a situation in which you disagreed with a viewpoint held by all the Officer Trustees (Sabbaticals) on a key issue?		

Sound judgment and the ability to think corporately and strategically; ability to handle competing priorities and make informed decisions	Could you outline how you see the Unions biggest strength and weaknesses?		
A leader on equality of opportunity who values diversity and removes barriers to equality	How can the board ensures that the Union is seen as a leader in equality of opportunity?		
Understanding of the role?	What would you say is are the unique elements of the role of Student Trustee (compared to External or Officer Trustees) How would you articulate the differing roles of union council, the board and senior staff?		