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**Job Title** Outreach Co-ordinator (Taught)

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**Team** PGSA Executive

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**Key Relationships**

President, Vice President (Community), Vice President (Advocacy)

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**Role Purpose**

To ensure the association's strategies and events are accessible and beneficial to postgraduate students on taught programmes, including Honours, taught Masters and postgraduate certificates/diplomas. This may involve attendance at events, meetings with university services and helping to promote PGSA initiatives. This role is intended for a student currently studying on a taught postgraduate programme.

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<b>Key responsibilities</b>	<b>Deliverables/outcomes</b>
Input at executive meetings	<ul style="list-style-type: none"><li>• Providing a Taught student perspective among the Executive, ensuring the needs all postgraduate students are considered in the association's activities and strategies.</li></ul>
Liaison with taught postgraduate students and University services	<ul style="list-style-type: none"><li>• Informal discussions with taught postgraduate students to ensure the voice of the community is reflected in PGSA meetings.</li><li>• Participation in advocacy-based/information events.</li><li>• Sitting on Teaching &amp; Learning committee and/or Library and Information Services Committee.</li></ul>

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