

## Volunteer Officer Report October 2018

Claire Hogley – Law School Rep

What has been worked on in the past month?

### Rep Elections & Training

Course Reps have been elected and positions filled for all years. I got in touch with them all via email to introduce myself, explain the roles and provide an outline of what we are currently working on. Training took place 19th October but half of the Course Reps had lectures and were unable to attend, so training is likely to be rearranged for these individuals.

### Rep Forum

The first Rep Forum of the year was held 22nd October. All but three reps were in attendance (for justified reasons). This was our first opportunity to meet in person as a 'Law Rep group'.

### TEF

I asked the Course Reps to gather and provide some feedback for the TEF to bring to the Forum which they did. We discussed this briefly on the day but I took their feedback away to contribute towards my report. This extended the amount of research that went into the TEF report. I have submitted the report to the VPE and will be meeting with the Programme Leader of the Law School to compile his report.

### Employability

The Law School is expanding its employability opportunities to provide its students with more career opportunities and encourage them to recognise their employability skills and get involved with the opportunities on offer. We are working closely with the Student Law Society to provide more opportunities and make them more accessible to all students.

### Successes from the past month and any Reps Wins

- Welcoming the new Course Reps and enabling them to get started with their role.
- Positive TEF report.
- Making progress with the employability opportunities and promoting them to students.
- Working closely with the Law Society to improve turn out to events, activities and workshops.

### Plans for next month

- Working on an updated employability booklet incorporating information from the Law School, the Students' Union, the Careers Centre and the Law Society.
- Progressing with TEF by working with the Law School.
- Working on a new edition of the Law School Newsletter.
- Subject Committee Meetings preliminarily scheduled for 7th November and 27th

February. Will meet with Reps prior to the Subject Committee to prepare them for the meeting, gather feedback and points to raise. Will see the outcome of the meeting and work on any points raised.

- Also need to promote Coursemate and encourage students to make use of it.