




# The Role Of Tutor Group Representatives

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# The Role Of Tutor Group Representatives



We place a high value on student participation at THC and want to give students the opportunity to develop a range of transferable skills both inside and outside of the classroom and to contribute to developments across the College.

Tutor group representation is one way that students can develop leadership, planning, organisation and communication skills and it also provides a forum for raising and discussing issues/concerns with the managers of the College

about the course offered and services provided.

Two Tutor Group Representatives (one male and one female) should be elected in every tutor group to represent the views of students in that group and to provide feedback and information to the Students' Union, Student Services and the College as a whole. All Group Representatives will be offered training and support so their names must be logged with the SU office.

## **Group Representatives contribute in two ways:**

1. By negotiating and campaigning through the College SU for improvements in College facilities and services and by planning and running student based activities within the Union itself.
2. By discussing with fellow students, tutors, Heads of Programme and College staff in general, possible improvements to the range of services and giving feedback on how courses could be developed further.

## **Responsibilities of Group Representatives:**

- To gather the views of all members of the tutor group about the services, facilities, policies of the College and the Students' Union.
- To attend Reps' Forums and Site Council meetings and present views of the tutor group.
- To liaise with Student Services regarding feedback on provision and suggestions for improvements.
- To gather the views of all members of the tutor group on the range of services offered by the College, provide information on how well they are learning/achieving on their course and to present these to the College management.
- To meet with relevant Heads of Programme and other teaching staff to feedback on the views of the tutor group.
- To participate in training sessions organised by the SU aimed at supporting them in developing their skills as a Tutor Group Representative.