



CEPSW Course Representative Position Description



The Role:

Course Representatives perform a vital role in the College by ensuring that students have a strong voice in decisions that affect them. As valued partners, Course Representatives work collaboratively with teaching staff to ensure student perspectives are considered across all aspects of course design, delivery and review.

By taking on the role of a Course Representative, you will develop a versatile skill set as well as actively contribute to improving the learning experience for your peers.

Some of the skills and experiences gained include:

- **Enhancing your communication skills** by acting as a bridge between students and staff, ensuring that concerns and feedback are effectively conveyed.
- **Identifying and analysing learning and teaching issues**, collaborating with staff and administration to find practical solutions and improvements.
- **Establishing connections** with academics, professional staff, and fellow students, expanding your network within the university community.
- **Gaining insight** into the workings of academic committees, decision-making processes, and **confidence** in actively contributing to discussions on course development.
- **Receiving acknowledgment** for your contributions (including on your academic transcript), and showcase your leadership, problem-solving, and advocacy skills on your resume.

Who:

Students interested in representing your peers to help improve the student learning experience. Course Reps must be enrolled in Semester 1 and 2 in 2025 in an undergraduate or postgraduate (coursework) degree in the College of Education, Psychology and Social Work.

There are up to three Course Rep positions available for each year level in:

- All Bachelor of Education and Master of Teaching degrees
- All Undergraduate and Postgraduate Psychology Degrees
- Both Bachelor and Master of Social Work
- Active Communities and Social Impact

To be eligible for a Course Representative role, you **must be enrolled in at least one core topic at the year you wish to represent**. For example, a year 2 Rep in Social Work must be enrolled in at least one year 2 core topic for your Course (e.g. Bachelor of Social Work) per semester.

Students with a variety of experiences and backgrounds are encouraged to apply.

Commitment:

Course Representatives are expected to liaise with students in their discipline to gain feedback and attend meetings with staff during the semester, including the following:

- Meeting with Teaching Program Directors, Course Coordinators and other Course Representatives (twice per semester).
- Opportunity to attend Course Quality Advisory Group (CQAG) meetings, including reading papers and liaising with students in your College regarding relevant (and non-confidential) agenda items.
- Invitation to participate in the FUSA [Student Representative Network](#) (SRN).
- Opportunities to participate in student partnership and community building projects (optional)

Your term would run from your appointment to 31 December of the same year with the option to extend subject to agreement.

Training:

You will receive training from FUSA and ongoing support to ensure you know what is expected of you and how to fulfil your role.

To Apply:

To view current vacancies please visit the [Student Representation and Leadership Opportunities Board](#) on the FUSA website. This board also contains further information on how to apply.