

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 and showcase your leadership, problem-solving, and advocacy skills on your resume.

Who can apply:

Students interested in representing your peers to help improve the student learning experience.

Course Reps must be enrolled in Semester 1 and 2 (or equivalent non-semester) in 2026 in an undergraduate or postgraduate (coursework) degree in the College of Education, Psychology and Social Work.

There are Course Rep positions available for each year level in any undergraduate and postgraduate course. Number of Rep positions available vary depending on course and current vacancies.

Eligibility:

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.
Selection for available roles will be made in consultation with the College.

Commitment:

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

- Meeting with Course Coordinators and other student Course Representatives (at least twice per semester or teaching period).
- The opportunity to participate in College committees (if you express interest and are accepted) and provide input into decision-making within the College when requested.
- Attending Course Quality Advisory Group (CQAG) meetings if invited, including reading papers and liaising with students in your College regarding relevant (and non-confidential) agenda items.
- Participating in the FUSA [Student Representative Network](#) (SRN), a space where reps across the University can share with each other and connect.
- Participating 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 continue if role expectations (as outlined here) have been met in the first 12 months.

Training:

You will receive initial training from FUSA and ongoing support in 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 via an online expression of interest.