Science Equity, Diversity, and Inclusion Working Group (SEDIWG)
Expressions of Interest

Position: Postgraduate Student Representative

The Faculty of Science is committed to providing a supportive, equitable and inclusive environment where all staff and students can reach their full potential, supporting the University's aspiration to be the exemplar Australian University and employer of choice for people from diverse backgrounds.

The Faculty of Science Equity, Diversity, and Inclusion (SEDI) Working Group:

- Provides strategic direction and leadership on aspects of SEDI in line with UNSW's 2025 Strategy and the Faculty of Science Strategy;
- Identifies diversity initiatives and actions;
- Reviews the progress towards equity, diversity, and inclusion goals.

The Working Group is currently seeking a voluntary postgraduate student representative from the Faculty of Science to sit on the Working Group.

Structures and Governance

The SEDIWG comprises of members who will broadly reflect the desired diversity of the Faculty:

- The Dean or their delegate,
- Science Human Resources Business Partner or their delegate,
- Professional or Academic Staff representing each of the eight schools in Science,
- Up to 2 Faculty Student Representatives (1 Undergraduate and 1 Postgraduate).

Role of the Postgraduate Student Representative

Note this is a voluntary, non-renumerated role.

The student representatives are responsible for:

- Attending all working group meetings (held during business hours, approximately every six weeks, 2021 schedule attached)
- Reading papers and other materials in preparation for the meeting.
- Representing the student voice
- Providing constructive student-centric input and feedback to individual members and EDI Project Officers as required
- Adhering to the governance structures and processes
- Supporting and amplifying the vision, mission, and values of the Faculty's Equity, Diversity, and Inclusion policies and program
Experience and Qualifications

- Is a currently enrolled postgraduate student in the Faculty of Science with at least 1 year left of their degree;
- Has experience and/or knowledge of the equity, diversity, and inclusion space;
- Has insights into the student experience to help shape SEDIWG programs and direction.

Term of Appointment

The postgraduate student representative is appointed for a one (1) year term.

Appointment Process

The EDI Project Officer will facilitate the appointment process. The key steps in the appointment include:

1. Seek expressions of interest (EOI) in the position
2. Receive applications from interested parties
3. Confirm receipt of all applications
4. The EDI Project Officer will review EDI applications and provide a shortlist of suitable candidates to the Co-Chairs
5. The Co-Chairs will appoint the new postgraduate student representative and the Student EDI officer will notify the successful candidate
6. The postgraduate student will commence in the position as soon as practicable
7. All other applicants will be advised of the outcome of the process

Submitting an Expression of Interest

Application for the role of the Postgraduate Student Representative should include

- A 1-page cover letter outlining the skills and attributes that would assist you in the position together with an explanation of why you would be a suitable postgraduate representative. You should also outline what degree you are enrolled in and which year of study you are currently completing. Ideally, this should relate to the required experience and qualification outlined in the role of the postgraduate student representative.

Applications must be received by COB 5pm Friday, 7 May 2021

Email to: Science.EDI@unsw.edu.au
## SEDIWG Meeting Schedule 2021

<table>
<thead>
<tr>
<th>Meeting Number</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>1</td>
<td>5/02/2021</td>
<td>10am – 12pm</td>
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<td>2</td>
<td>18/03/2021</td>
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<td>3</td>
<td>30/04/2021</td>
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<td>4</td>
<td>11/06/2021</td>
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<td>5</td>
<td>22/07/2021</td>
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<td>7</td>
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<td>8</td>
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