**EAUC-Scotland are seeking a dedicated EAUC Member from the Higher Education Sector to join our Office Bearers Group (OBG)**, following the retirement of Jamie Pearson from Edinburgh Napier University as one of two University representatives on the OBG.All Universities in Scotland are EAUC Members, so all staff in Scottish Universities are eligible to apply.

Following an evaluation of the skills and experiences needed to ensure the OBG can provide the EAUC-Scotland Team with the support and insights to effectively support the sector, **we are specifically seeking applications from individuals working in universities in Scotland who have teaching responsibilities or engage with the curriculum**.Applicants can be at any stage of their professional development.

**What is the Office Bearers Group?**

The Office Bearers Group (OBG) consists of two representatives from the Further Education sector and two representatives from the Higher Education sector. The group meet approximately every six weeks either virtually or physically, at times to suit the group members. Each member of the OBG serves for a period of two years, with the possibility of re-election for a further two year term.  
   
The OBG aims and objectives are to:

* Provide added value to the core activities of the EAUC by providing a regional focus that is specific to Scotland;
* Encourage and support sustainable development, environmental performance and social responsibility throughout the Further and Higher Education sectors in Scotland;
* Provide a specialist focus on relevant issues by facilitating the exchange of information and the dissemination of best practice informed by those specific Scottish issues;
* Offer guidance and support to the EAUC-Scotland Office in implementing the EAUC-Scotland Programme and the broader EAUC UK Strategic Plan;
* Report, via the EAUC-Scotland Convenor, to the EAUC Board of Trustees on EAUC-Scotland activities.

**Application Process**

Please complete this form to apply to be a member of the EAUC Scotland Office Bearers Group, and email to Rebecca Petford, EAUC-Scotland Programme Manager, on [rpetford@eauc.org.uk](mailto:rpetford@eauc.org.uk).

The EAUC is committed to equality and valuing diversity within its workforce, trustees and OBG members.

**The closing date is Friday 22nd February.**   
We will be holding our AGM on Tuesday 5th March, when one member of each EAUC Educational Member organisation in Scotland and present will be eligible to vote on the new OBG member. Book to attend this event [here](https://www.eauc.org.uk/shop/mms_single_event.php?event_id=6429).  
   
Find the EAUC-Scotland Terms of Reference and current OBG Members on our [Governance page](http://www.eauc.org.uk/meet_the_team).

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| Section 1: About you | | | |
| Name |  | Institution name |  |
| Email |  | Job title |  |
| Telephone |  | Mobile |  |

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| Section 2: Background, Expertise and Skills |

**Please check all the boxes below which best represent your experience areas. Those in bold are the ones we are particularly looking for.**

**Background**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Higher Education** | | Further Education | | Sector Support Organisation | | Out-of-Sector Sustainability | | Other  Out-of-Sector | |
|  |  | |  | |  | |  | |
| **Please provide a brief explanation of your Background:** | | | | | | | | |

**Current Role**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sustainability | | Estates | | **Teaching /**  **Research** | | Professional Services | | Senior  Management | |
|  |  | |  | |  | |  | |
| **Please provide a brief explanation of your current role:** | | | | | | | | |

**Sector Insight – What experiences can you bring to help EAUC-Scotland better support the sector?**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Curriculum Development** | Financial Management | HR and Staff Development | Organisation Development | Regulatory Under-standing | Strategic Leadership and Planning | **Student Engagement** |
|  |  |  |  |  |  |  |
| **Please provide a brief explanation of your experiences:** | | | | | | |

**Personal Skills and Experiences (may have been developed in previous roles)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Board Level Governance | Broad Sustainability Knowledge | Business Income Generation | **Fundraising / Grant Writing** | **Marketing / PR** | Participative Decision Making | Political Insight and Influence |
|  |  |  |  |  |  |  |
| **Please provide a brief explanation of your skills and experiences:** | | | | | | |

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| Section 3: Your profile |

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| Briefly explain why you would like to become a member of the EAUC-Scotland OBG: |

|  |  |  |  |
| --- | --- | --- | --- |
| Public Profile - This section will be made public to Members as part of the voting process. Please explain briefly how you meet the skills required and what you will bring to the OBG: | | | |
|  | | | |
| Section 4: Confirmation | | | |
|  |  | |
|  | | |  | | |
| I declare that I am an Educational Member of EAUC and I am eligible to stand for election to the EAUC-Scotland Office Bearer Group: | | |  | | |
| I declare I have the interest and capacity to represent EAUC-Scotland on other organisational steering groups and through attendance at relevant events | | |  | | |
| In order to ensure our OBG have the time and effort required for the position, we ask for you to confirm that you have your Line Manager’s and/or institutional support for your application: | | |  | | |
| Your signature  (electronic is acceptable) | | | | | |
| Date | | | | | |