

QUEEN MARGARET UNIVERSITY
STUDENTS' UNION



THE STUDENTS' UNION
QUEEN MARGARET UNIVERSITY
EDINBURGH



TRUSTEE RECRUITMENT PACK

WELCOME FROM THE CHAIR OF THE BOARD



Hi there,

Thank you for showing interest in joining our board of Trustees!

At QMUSU, we aim to keep students at the center of everything we do and are looking for engaged board members who are keen to contribute to the development and operation of our organisation. As a smaller institution, we take pride in our close relationship with both the students and the university, using this and our status as an independent organisation to effectively amplify the student voice.

With you on board, we are looking forward to continuing the great work of our board and moving the Students' Union in a stronger direction in the coming years!

Jay Brown
Chair, Board of Trustees
President – Academic Life, 2023–2025

WHAT DOES THE TRUSTEE BOARD DO?



AS A TRUSTEE, YOU WILL:

- Provide strategic oversight of QMUSU's activities, ensuring we remain aligned with our vision and objectives.
- Monitor the Union's financial health, legal compliance, and long-term sustainability.
- Make informed, responsible decisions in the best interest of the student body.
- Ensure transparency and accountability in all aspects of governance.
- Work collaboratively with fellow Trustees to drive continuous improvement.
- Contribute to and approve the annual report of QMUSU.
- Attend at least four meetings per year to discuss key Union matters.

YOUR ROLE & RESPONSIBILITIES



AS A TRUSTEE, YOU WILL BE RESPONSIBLE FOR:

- Ensuring QMUSU complies with its constitution, charity law, company law, and any other relevant regulations.
- Championing the interests of QMU students, ensuring that their voices are heard in key decisions.
- Overseeing the ethical and effective use of Union resources.
- Helping to develop and monitor strategic plans, setting targets, and evaluating performance.
- Protecting and enhancing the reputation of QMUSU.
- Ensuring sound financial management and investment of Union funds.
- Supporting a culture of innovation and excellence within QMUSU's operations.

WHO ARE WE LOOKING FOR?



OUR TRUSTEE BOARD CONSISTS OF:

- External Trustees (4): Professionals with expertise in areas such as finance, law, governance, or higher education, bringing an external perspective to ensure the Union's sustainability.
- Appointed Student Trustees (3): Students selected based on their leadership skills and passion for enhancing the student experience.
- Elected Student Trustees (3): Students chosen through democratic election to represent the broader student body.

Both External and Student Trustees play a crucial role, but their contributions differ:

- External Trustees provide specialist knowledge and guidance to support long-term stability.
- Student Trustees ensure that QMUSU's actions reflect the real needs and priorities of the student community.

TERMS OF APPOINTMENT

- External Trustees serve a term of 3 years and can serve an optional 2nd 3 year term.
- Trustees must adhere to high standards of conduct, professionalism, and commitment to the Union's mission.
- The role is voluntary, but reasonable travel expenses will be reimbursed.
- All Trustees receive training, induction, and ongoing support to fulfil their role effectively.

TIME COMMITMENT AND LOCATION

- The Board meets quarterly with meetings typically held on a Monday evening following classes ending.
- Additional subcommittee meetings take place throughout the year. Board meetings are held on in the SU boardroom and we have video conferencing facilities for trustees who live further afield. All sub-committees are held online.
- Trustees are expected to attend occasional development / strategic planning days and social events.

TERM OF OFFICE

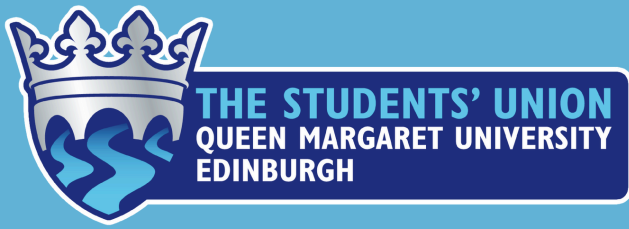
The period of office for a lay trustee is typically 3 years with an option for a second term.

WHAT'S IN IT FOR YOU



- Gain valuable leadership and governance experience.
- Develop skills in strategic decision-making, finance, and charity law.
- Enhance your CV with a high-impact role in a respected organisation.
- Make a tangible difference in students' lives at QMU.
- Expand your professional network and work alongside experienced leaders.

If you are passionate about making a difference and want to play a key role in shaping the future of QMUSU, we encourage you to apply!



JOIN US IN EMPOWERING STUDENTS AND DRIVING POSITIVE CHANGE!

WWW.QMUSU.ORG.UK

Queen Margaret University, Edinburgh EH21 6UU
Tel: 0131 474 0000 Email: union@qmu.ac.uk
Charity No. SC012608 | VAT Registration No. 398 1180 26