



## **Student Voice Job Description** **Head of Diversity and Inclusion**

### **Purpose**

Diversity and Inclusion is a new role within the Leadership Team.

This position was born out of an awareness that marginalised groups within the academy need a stronger voice and a platform on which to share their experiences. The Head of Diversity and Inclusion will manage a team of like-minded students who want to celebrate the differences within our student community.

They will also highlight, fundraise and promote special times of year that correspond to different minorities and encourage staff and students alike to increase their knowledge and understanding.

The Head of Diversity and Inclusion will also be a prominent part of the SV21 Leadership Team and will be expected to promote the vision and message of the Head Boy and Girl throughout the school.

### **Main Responsibilities**

- Represent Diversity and Inclusion at various events including parent evenings.
- Lead a small team to focus on all areas of Diversity and Inclusion.
- Participate in student panel interviews as requested.
- Attend and lead regular meetings with Diversity Champions.
- Attend Student Voice Leadership Meetings.
- Deputize for Head Boy and Girl as requested.
- Lead and participate in assemblies as requested.
- Attend training events as part of Student Voice Leadership.
- Support school wide fundraising events.
- Lead the Student Voice to significant Diversity and Inclusion events including Black History Month, International Women's Month, Pride Month, Disability History Month
- Contribute to the Student Voice Newsletter.
- Support the Prefect Leaders in Year 10 and 11 to educate Prefects on identity-based bullying.
- Take responsibility for the Diversity noticeboards around school including Black History Board, Equality and Diversity Board and British Values Board.
- Work with Senior Leaders to ensure Diversity and Inclusivity is embedded in the curriculum.
- Liaise with Just Like Us to provide resources for education.
- Run a weekly LGBTQ support group for all students.

### **Personal Skills and Qualities**

- Leadership
- Team Work
- Time Management
- Organisation
- Communication
- Creativity
- Knowledge about marginalised groups within society
- Presentation

*Continued overleaf*

**To apply please submit one sheet of A4 outlining:**  
**The position or positions you are applying for**  
**The skills and personal attributes you have to carry out these roles**  
**The social issues and topics that are important to you and why**  
**What Student Voice means to you**

Applications will open on Wednesday 31<sup>st</sup> March and all applications should be submitted via email to Mrs Pemberton and Mrs Lowndes by Monday 19<sup>th</sup> April.

**Best of luck in your application!**