



Student Engagement Lead

Branch volunteer accountability profile

Purpose:

With a passion for HR, OD and L&D as a career option, you'll lead on the engagement of students and centres in your local area. This includes creating long-term relationships with local CIPD education providers, schools, colleges, and universities to champion and promote HR as a profession and compelling career. You will also develop and foster relationships with students to promote CIPD membership and encourage membership progression, as well as encouraging engagement in local branch events and volunteering opportunities.

Aligning to CIPD purpose and strategy you will work collaboratively with the Committee and CIPD to deliver the best possible service and offer to CIPD members.

What you will do:

- Regularly liaise with educational and career-focused institutions within your area to promote HR as a profession and career. This will include attending student inductions and careers fairs, as well as responding to ad hoc requests from centres for speakers and panellists to represent CIPD membership and our views on the profession.
- Promote strategic and local CIPD priorities and campaigns to students, including the local programme of activity, membership benefits, and CIPD tools and resources.
- Listen to student members to understand their interests, and feedback to the Committee to make sure activities which meet their needs are included in the annual programme of activity.
- Establish a network of students to act as the first point of contact on CIPD queries for their peers, and to help at local Branch events (where needed).
- Establish a student forum where students can meet and discuss topics of interest (where needed).
- Coordinate student recognition on behalf of the branch in a joint countrywide message and criteria (if applicable).
- Attend training and update meetings organised by the CIPD to gain support for your role and to share good practice and learnings with other Student and Centres Engagement Leads.

What skills and experience do you need?

- Experience working with students and the learning environment would be an advantage.
- HR, L&D and OD professionals at any level of experience and membership grade.
- In active membership across your time spent with us
- Experienced and confident communicator, collaborator, networker and relationship builder
- Ideally well-connected in the local community, with a network of organisations and practitioners

What are the benefits to you?

- Be at the cutting edge of HR and play an active role in shaping the CIPD agenda.
- Volunteer with other like-minded HR, L&D & OD professionals to collaboratively create and deliver an engaging branch programme.
- Raise your profile and broaden your professional network.
- Embrace your CPD - gain skills and experience to compliment your HR, L&D or OD role
- Have fun and enjoy a new challenge!
- Demonstrate your passion for your profession.
- Create a personal legacy by helping to inspire the future HR generation.

What is your commitment?

- Meet the requirements and responsibilities of the role. Time commitment varies depending on the local area/branch - it is important to discuss the time you have available with your Branch Chair and only take on activities that you can deliver.
- Foster an inclusive working environment that enables a diverse range of people to work together collaboratively and effectively.
- Abide by the CIPD Code of Professional Conduct and Statement of Expectations for volunteers at CIPD.

It is important that volunteering at CIPD is a positive experience for all involved. If you are unable fulfil the responsibilities of your role, contribute to the success of the branch and the committee, or meet the required commitment and behaviours set out in the Statement of Expectations, we may ask you to step away or pause to ensure the branch is fully supported.

What support is provided for you?

- An induction session
- Guidance and support from the Branch Development team at CIPD
- CIPD Toolkits, regular bespoke news, policy updates, access to our Network Area and Support resources especially designed for branches.
- Access to bespoke training and learning.

Data privacy statement

As a CIPD branch committee volunteer, it is crucial you can collaborate and communicate with other branch committee volunteers and also the CIPD Branch Development team. To facilitate this interaction across our thriving, vibrant branch network you understand that minimal data which is likely to identify you (such as your full name, preferred email address, branch committee role e.g. Chair, Treasurer etc) will be available via Microsoft Teams (or other secure communication platform used by CIPD from time to time) for this purpose. Specifically, you may receive direct communications from other branch committee volunteers through this platform related to branch committee activities as this is in the legitimate interests of CIPD and necessary to fulfil your role.