

## NUS Trading Committee Member

**NUS Charity** is the membership organisation for Students' Unions in the UK and our membership includes 95% of students' unions across the country. Through our trading subsidiary, NUS Services, we deliver trading support to students' unions, across education and to the charity sector. **Our mission is to grow value for the membership as an innovative, market-driven, responsive, 'go to' commercial support team.**

Aligning with the wider [NUS strategic direction](#), Trading Support endeavour to support students' unions to develop their own commercial operations so they are ethical, successful and competitive, delivering tailored ongoing commercial support with the aim of generating income for the movement from products and services. We operate a purchasing consortium, provide advice and guidance to members and run an annual Trade Show.

[Read about what the Charity does and our impact here](#)

We're now seeking members of our newly established Trading Committee, to provide oversight of our trading work and to help us to grow our social enterprise offer. This is a brand new committee and as well as ensuring the performance of our current work we're also looking for it to lead on innovation and seeking new business.

### About Trading Committee Members

We are seeking trading committee members to join us on a **two-year term**. The Trading Committee is a subcommittee of the NUS Services board. The committee consists of a mix of NUS Charity/NUS Services directors and external members. You would be joining us as an external member bringing a particular focus and expertise on commercial enterprise and trading.

The purpose of the committee is to provide good governance and oversight of our trading support work and to provide and advice and input on new business opportunities.

- To support the Charity Board in decision making by providing appropriate technical and detailed input on trading support activities
- Provide good governance and oversight to the trading support strategy, performance and activities as well as ensuring that there are effective membership communication processes
- Evaluate opportunities for and investments in our trading support work
- Ensure that the tender process is conducted correctly and using the appropriate processes
- Review resource allocation for the purchasing consortium
- Recommend to the board on issues around membership and compliance within the purchasing consortium.

## Role Description

We see a combination of the below six areas as key to the success of the committee. We don't expect every member to cover each of these areas but we expected members to have an interest in all of these areas with specific expertise in one or two of them (explored further below.) A commitment to the shared values of NUS and NUS Charity is particularly important.

**Being Effective Committee Members:** Members will be expected to ensure the long-term viability of the organisation by ensuring organisational plans are effectively executed.

**Support Change:** NUS has arrived at a place of financial safety but not financial security. We need committee members who can support the growth of our services, membership and spot new opportunities.

**Lead with Officers:** The political times we are in now call for committee members who can share their expertise and support our Full Time Officers to navigate a changing landscape. The job often involves balancing how we react to change within the parameters of our plans.

**Lead with Students' Unions:** Students' unions are the members of NUS Charity. We are made legitimate by their support, financed by their affiliation, and accountable to them. We want Members who are interested their work and can turn their mandate into action.

**Support NUS Staff:** NUS Charity will be working in a marketplace, changing services frequently, and constantly innovating and trying new things out. We want Members who can bring new ideas and insight from commercial, public, and charitable sectors, and point us toward new innovations as an umbrella body.

**Upholding NUS's Values:** We strive to be anti-oppressive through our actions, reflections, and learning. We champion students and students' unions and use their power to build a movement that shapes the future of education for the benefit of the wider community. We will be welcoming, compassionate and treat our colleagues, members and friends fairly and equally. We treat each other with respect without fail, promote diversity and seek out new partnerships.

## Skills and expertise

We are seeking to recruit the widest possible pool of talent to the trading Committee. We're looking for applicants with an expertise in commercial enterprise. We'd particularly be keen to hear from candidates with any of the following (non-exhaustive) skills and expertise:

- Understanding of the social enterprise operations of our member students' unions
- Senior experience in commercial enterprise settings e.g. retail, licensed trade, marketing.
- Working knowledge of CSR, ethical practice and in particular ethical supply chains
- Knowledge of and links to new markets
- Experience on a similar oversight board
- A collaborative approach and supportive nature

As a committee member you'll be an active listener, someone who can interact with a range of stakeholders, holding to account and getting your point across with tact and clarity. We're looking for people who actively live our values to be inclusive, collaborative and anti-oppression in everything we do.

We want a wide range of applicants with a diverse range of skills who share a common belief in the ability of students' unions to affect change. This is open to anyone who

believes they can volunteer to take our social enterprise work on the next steps of its journey.

We're totally committed to equality of opportunity for all. We welcome applications from individuals regardless of their age, disability, ethnicity, gender, race, religion, sexual orientation. We particularly welcome applications from black, asian and minority ethnic candidates, as they are currently under-represented as committee members and within the voluntary sector more broadly.

## **Responsibilities**

Collectively the committee is expected to

- Act as a single body;
- Ensure the organisation has a clear strategy or set of goals;
- Ensure the work and goals of the organisation are in line with its stated vision
- Keep a check on the organisation's finances and activities;
- Act in accordance with the Nolan Committee's Seven Principles of Public Life; and
- Champion the values of our organisation.

NUS expects all committee members to read and agree to follow the terms:

- NUS [Code of Conduct](#);
- A confidentiality agreement; and
- A committee member agreement.

## **Time Commitment**

Our committee members are required to attend approximately four meetings per year (usually online but some in person). This is in addition to the occasional away day, conference call, and attendance at NUS events. Members will also be expected to set time aside for reading papers.

## **What you'll get out of it**

### **Volunteering**

Volunteering is a great way to give back and share the knowledge and expertise you have gained. NUS is a unique place to spend some time volunteering. Through the voices of 7 million students, we work to create a better world and support students to drive change.

### **Support**

We value our committee members and seek to support them as volunteers. Feedback is a valued part of your experience and throughout your term you will be given opportunities to feedback on your experience. During your term any additional access needs or requirements will be supported.

### **Induction**

We provide a comprehensive induction for board and committee members. In this induction we ensure that committee members understand the organisation's long term strategy and goals for the year ahead, are aware of the organisational risks and understand their responsibilities. The

boards and committees also set out a plan for the year ahead on how they will work together, see the meetings working and ensure we receive value from their expertise.

### **Meeting others**

This is a great opportunity to work with passionate, talented and experienced people from a diverse variety of backgrounds. This role will enable to you make great connections with student representatives, other trustees and colleagues which in turn will develop you as a person and in your career.

### **How to Apply**

To apply for this position please email your CV and a Cover letter that outlines how your skills, experience and qualifications match the ambitions for the role set out in this pack.

The covering letter provides you with the opportunity to explain your motivation, as well as highlighting how your experience and achievements fit with the requirements of the role.

To apply please email your CV and covering letter to [membership@nus.org.uk](mailto:membership@nus.org.uk)

**Application closing date:** 12pm 1 September 2022

If you would like an informal chat about the role ahead of applying please let us know via email to [membership@nus.org.uk](mailto:membership@nus.org.uk)