



**PGR Community Building Lead or Team, School of Education
Role and Responsibilities**

Grade	Ideally academic Level 7 to 10
Duration	Appointed for 2 or 3 years in the first instance Fractional appointment: 100 hours per annum, shared between the team
Reporting[†] to:	Director of PGR
Appointment Process	Normally an internal appointment, at the discretion of the Head of School
Role Summary	The PGR Community Building Lead or Team exists to provide PGR students with academic and social support, with aims of reduced attrition, timely completion rates, greater conversion of PGT to PGR and overall student satisfaction and wellbeing.
Responsibilities	The PGR Community Building Lead or Team is required to:
	1. Consult with the Director of PGR to develop and implement a scheme of peer to peer support for PGR students
	2. Contribute to the development of PhD ambassadors for involvement in induction activities
	3. Assist the Director of PGR with the induction of new PGR students
	4. Organise 'under the hood' expert talks (by School staff, visiting researchers and others as appropriate)
	5. Organise PhD-led seminars
	6. Engage with PhD groups on social media (across the campus)
	7. Contribute to the School's PhD Community Moodle site, including advertising university-wide opportunities
	9. Undertake other duties as required by the Head of School.

[†] NB: in this context, 'reporting' does not mean line management. Instead, it has the same meaning as School Directors of Learning and Teaching reporting to College Deans of Learning and Teaching