



**Role Title:** College Representative

**Duration:** 1 term (can be renewed for further terms if you wish)

**Open to:** All students at Oxford University

**Application process:** Written and Interview

**Time per week (estimated):** 30 minutes

**Application Deadline:** 25<sup>th</sup> January, 2017

**Who we are:** OxPolicy is the Oxford University Student Think Tank. We aim to change the conversation around and influence policy by publishing reports based on original research, generating policy recommendations and disseminating these among the public and key actors in the policy landscape.

**Role Description:**

We are especially interested in promoting our think tank across colleges. Becoming a college rep doesn't require much time itself but is essential in publicising all of OxPolicy's events (which tend to focus around the launches of its reports with a debate/discussion on that topic area). You be part of our publicity team headed by the Publicity Officer and would be responsible for engaging your college's JCR with OxPolicy events and reports. You would also act as a focal point for our society for those who have questions or an interest in policy.

The other main aspect of the role would involve fundraising for OxPolicy. The sole source of our funding is currently from JCR motions budgets and so your role in proposing a motion to your JCR to ask for funding in conjunction with our publicity officer would be a key once annual event.

So if you're interested in getting involved with OxPolicy in a non-time consuming way, want experience in publicity & marketing or fancy helping us out, this would be a good position for you. You can avoid administrative meetings, enhance your CV and still be actively involved in a crucial position for our think tank.

**Role Requirements:** You don't need to have previous experience for this role.

**The Application Process:**

Send an email with the answers to the questions below to [deputydirector@oxpolicy.co.uk](mailto:deputydirector@oxpolicy.co.uk) – please ensure the subject of the email includes your name and the position you are applying for.

Your email should include the following:

1. Your name, college, subject and year
2. Some brief detail on why you are interested in joining OxPolicy and what you think the main purpose of OxPolicy is.
3. A 2 or 3 sentence summary (may overlap with the above) of your best case for getting this role.

If you have any questions, please e-mail us at [deputydirector@oxpolicy.co.uk](mailto:deputydirector@oxpolicy.co.uk)