

UCML Executive Committee/Steering Group

Elections winter 2019



ROLE PROFILE: Vice-chair for Language & Intercultural Education

The new Vice-chair for Language & Intercultural Education will take up the role on 31 July 2019.

UCML is run by a Steering Group and a wider Executive Committee, as specified in the Constitution and Standing Orders approved at the AGM in June 2018. This role profile should be read in conjunction with the Constitution and Standing Orders available to download from: <http://www.ucml.ac.uk/about.html>

The Steering Group is made up of

- The Chair
- Vice Chair, Research
- Vice Chair, Language and Intercultural Education
- Vice Chair, Engagement and External Communication
- Hon. Secretary
- Hon. Treasurer

The Executive Committee consists of representatives of numerous specialist interest/discipline-specific constituencies. Elected representatives have responsibility for ensuring regular two-way communications between the Executive and all relevant institutional/associate members within their area of representation, particularly (but not exclusively) those listed in the Standing Orders.

Vice Chair, Language and Intercultural Education, responsible for:

NB items d. to f. below will be performed with paid administrative support.

- a. Representing UCML's institutional membership (particularly) in matters related to policies and strategies in language and intercultural education in all sectors, which impact on HE, with bodies such as Office for Students (OfS), Department of Education, Specialist Schools and Academies Trust (SSAT), Association for Language Learning (ALL);
- b. Leading UCML's campaigns and position statements on issues related to recruitment, admissions and Widening Participation (including liaison with projects such as Routes into Languages), changes in statutory curricula impacting on HE and progression from statutory education;
- c. Leading UCML on issues relating to the promotion and facilitation of technology based and/or distance learning in HE where relevant to member institutions;
- d. Leading UCML's annual survey collecting data relevant to the Education sector, writing the report and advertising it, in collaboration with representatives from the *Language Acts and Worldmaking* AHRB OWRI project until 2020;
- e. Monitoring, and reporting on, the UCAS Applications and Admissions cycle, OFQUAL A-Level and GCSE annual results and trends, Language Trends and other relevant publications;
- f. Overseeing the running of the Routes into Languages brand and chairing its (bi-)annual committee.

To fulfil this role, the Vice-chair should

- seek to make contact with key individuals within these bodies, ensuring they are aware of who their UCML representative is;
- actively canvass opinions within the constituency on issues being championed by UCML;
- ensure the Executive Committee is aware of UK ML language education issues;
- instigate & run workshops & other events relevant to UK ML language education issues.

Members of the Executive Committee shall be elected for three years and may be elected for a further year, after which they shall relinquish membership of the Executive Committee for no less than one year. No member may serve on the Steering Group/Executive Committee for more than a total of eight consecutive years. Terms of office will begin at the date specified in the advertisement.