

BILT Student Fellows 2023/24

Role overview

We are looking for seven Student Fellows to join our team for a unique role working with the Bristol Institute for Learning and Teaching (BILT) from September 2024 until July 2025. Each Student Fellow will have their own project to research and produce resources (blogs, videos, podcasts) for, as well as promoting findings through various mediums inside the University. Student Fellows will be expected to interview staff, students and undertake scholarly research to produce findings we can feed back into the University.

Although you will have regular meetings with your line manager and dedicated academic lead for your project, you will be expected to drive the project independently, arranging meetings, contacting students, creating resources and sourcing information yourself. Our aim for the Fellowships is that the projects are student-driven to ensure they truly represent the student voice.

All Student Fellows must have a high level of written and verbal communication skills, as well as a strong ability to present in both written and oral form. Student Fellows are often asked to feedback their work to University committees and present at BILT events so confidence to do this is key. We also ask that all Student Fellows contribute to our blog site, so a good level of written English is essential. You can find out more about the specific skills and experience required for each of the projects below in the 'Project descriptions' section.

This is the eighth year the Student Fellows scheme has run, with previous role holders producing a number of well-used resources and events:

- Student Research Journal – [see the previous editions here](#)
- Festival of Undergraduate Research - [see previous showcases here](#)
- Decolonising the Curriculum (22/23): [In Review \(Decolonising Bristol University\) zine](#)
- Humans of Bristol University series (all years): [Humans of Bristol University](#)

- Decolonising the curriculum (20/21) podcast series: [Decolonising the curriculum](#)
- Wellbeing and the curriculum (19/20): Podcast series [Voicing Vulnerabilities in Higher Education](#)
- Active, collaborative learning (19/20): [The Active Collaborative Cookbook](#)
- Students as researchers (19/20): The [2020 Student Research Journal](#)
- Challenge-led, authentic learning (19/20): [Authentic Open Unit Map](#)
- Making the most of our teaching spaces (18/19): Video series and website on [Teaching and learning spaces](#)
- Improving students' understanding of assessment (18/19): [Assessment Zine '19](#)
- Empowering students to impact their teaching and learning (18/19): [Our Yearly Round-Up and Key Student Lessons](#)
- Big data and learning analytics (18/19): [The Big Data report](#)

Hours and pay

With the exception of 'Delivering the Student Research Festival', Student Fellows will be required to work 7 hours a week, ideally on a Wednesday, in our office at 31 Great George Street.

Student Fellows roles are part-time, usually 1 day (7 hours) a week from September 2024 – July 2025 with regular and substantial breaks taken e.g. during holidays and revision/exam periods.

Student Fellows are paid £14.92 per hour.

Project descriptions

We are looking for seven Student Fellows to join BILT in our work over the next year focused on the following projects:

- Delivering the Student Research Journal
 - The student holding this post will be responsible for the planning and implementation of our sixth edition of our Student Research Journal. This role would suit someone who has an interest in publishing and project management. It is desirable that the student has been involved in our journal before (as a contributor, editor or peer reviewer). Please see here for [previous journals](#).
- Delivering the Student Research Festival
 - The student holding this post will be responsible for planning and delivering the Student Research Festival. This role would suit someone who has experience and interest in events planning and project management. Unlike the other roles, we are looking for someone for **2 days a week** in our office from September 2024 – February 2025, as the Festival will be taking place in January.
- A.I. in Teaching and Assessment
 - We are looking for a Student Fellow to research and promote best practice of AI in Teaching and Assessment. We want this Student Fellow to gather student voices on this topic and create resources for teaching colleagues, working alongside BILT's lead on A.I. in Education. This role would suit someone with an interest in participant-research and resource development.
- Active and Inclusive Learning in Small and Large Group Contexts
 - We are looking for a Student Fellow to research and produce resources to promote best practice in Active and Inclusive Learning in Small and Large Group Contexts. We would like the role holder, among other things, to create a student-informed guide for students undertaking group work. The role holder will hold focus groups with students and other events (e.g. hackathons) to learn more about the student voice to inform their work. They will contribute regularly to the BILT blog site. This role would suit someone interested in education practices and participant research.
- Agency and Choice in Assessment Design
 - We are looking for a Student Fellow to research and produce resources around the topic of agency and choice in assessment design – specifically we are looking for a student to create a student-informed/led guide on assessment practices at the University, strategies and 'top tips' for students taking these types of assessments. The role holder will hold focus groups with students and other events (e.g. hackathons) to learn more about the student voice to inform their work. They will

contribute regularly to the BILT blog site. This role would suit someone interested in education practices and participant research.

- Bristol Skills Profile Development Work (2 x Student Fellows)
 - We are looking for **two** Student Fellows to support the University in ensuring students gain the future skills needed to thrive in a changing world. We would like the role holders to run focus groups with students and other events (e.g. hackathons) to learn more about student perspectives of skills development in the curriculum. The role holders will use this learning to design and develop staff and student facing toolkits and learning development content, co-created with staff and students. They will contribute regularly to the BILT blog site. This role would suit someone interested in how students are shaped and affected by their university experience and who want to develop their research and knowledge handling skills.

Introduction to BILT

Bristol Institute for Learning and Teaching (BILT) was established in June 2017 to develop a community of scholars across the University. Over the last seven years its remit has grown to include a wide range of activities, working with colleagues across many projects and initiatives in the University and beyond. To find out more about what BILT does, visit our [website](#) and [blog](#).

Essential skills and experience

*Applicants must be a student at the University in the academic year 2024/25.

Skills

- Ability to use own initiative and work independently.
- Excellent interpersonal skills and an ability to engage with a wide range of people.
- An interest in educational practices across the sector.
- Ability to write for a number of audiences and media.
- Strong research and evaluation skills.
- Strong organisational skills.
- Strong communication skills.
- Good attention to detail.
- Good Microsoft Office skills, including Outlook and Teams.

Experience

- Proven ability to work independently on a project.
- Experience conducting case studies, interviews and/ or focus groups.
- Experience with multimedia and social media.

Desirable experience

- Experience writing for the web.
- Experience presenting research at events.

Knowledge

- Understanding of the Higher Education sector.

- Understanding of the project area(s) you are applying for.
- Understanding of communication channels available to disseminate information.

Pay: £14.92 p/h (Grade E) - this includes holiday pay. This role is suitable for students on Tier 4 visas.

How to apply and timeline

To apply for one of these positions, please fill out our short application form ([available here](#)) and send it along with your CV to bilt-info@bristol.ac.uk.

- Deadline for applications is 14th July at midnight.
- Invitations for interviews will be sent before 19th July.
- Interviews will take place on 29th/ 30th/ 31st July and the role will start on the 18th September.

For an informal discussion about the role please contact amy.palmer@bristol.ac.uk.