

BDA Student Representative Role Description (2026–2027)

Role Title:	Student Representative (Board of Directors – Student Member)
Term of Office:	September 2026 – September 2027 (12 months)
Location:	UK-wide (with required attendance at Board meetings in Birmingham and virtual engagement)

Role Purpose

The BDA Student Representative plays an important role in ensuring the student voice is represented, visible and influential within the BDA.

The postholder will support student engagement activity, contribute to strategic discussions, and work collaboratively with the BDA membership and communications teams.

The Student Representative acts as a bridge between student members and the BDA, helping to ensure that student needs, feedback and priorities are clearly communicated and considered.

Key Responsibilities

1. Representation & governance

- Attend and contribute to BDA Board of Directors meetings.
- Prepare and share a written update in advance of each Board meeting.
- Offer a student perspective on strategic, professional and policy discussions.
- Take part in relevant committees, working groups or projects where appropriate.
- Contribute to an Annual Report for the Board and AGM (support will be provided).

2. Student engagement & communication

- Engage with student members through agreed channels (e.g. email, social media, events).
- Be approachable and supportive for student queries and conversations.
- Maintain regular engagement with student members throughout the year.
- Gather and share student feedback, insights and emerging themes with the BDA.

3. Content creation & campaign support

Working in partnership with the Communications team:

- Contribute content for the RD2B student newsletter on a regular basis.
- Take part in video or digital content, including a welcome/introduction piece.
- Contribute a feature article for Dietetics Today.
- Support BDA campaigns and student-focused initiatives.
- Share ideas to enhance student communications and engagement.

4. Digital & social media contribution

- Run the BDA Student Rep Instagram account in line with BDA guidance.
- Contribute engaging and relevant content across digital channels.
- Ensure content aligns with the BDA brand and tone of voice.

5. Recruitment & membership development

- Share feedback on student recruitment activity, including events and materials.
- Support the promotion of student membership and BDA opportunities.
- Act as a positive ambassador for student involvement.

6. Collaboration with BDA teams

- Work closely with the membership and communications teams.
- Maintain open and timely communication.
- Take part in meetings, briefings and check-ins as required.
- Support agreed actions and shared priorities.

Ways of working

To get the most from the role, the Student Representative will be supported to:

- Stay organised and communicate regularly with the BDA team.
- Maintain consistent contact across the year.
- Work towards agreed timelines for content and contributions.
- Take initiative and bring forward ideas.
- Remain visible and engaged throughout the term.
- Represent the BDA in a professional and positive way.

If any challenges arise in meeting these expectations, support will be provided to help address them.

Time commitment

This is a flexible volunteer role with activity spread across the year.

- Board Meetings: Approximately 6 per year
 - A mix of in-person (Birmingham) and virtual meetings
 - Some meetings may span two days
- Ongoing involvement may include:
 - Content contributions (including the monthly newsletter)
 - Student engagement activity
 - Participation in campaigns, meetings or working groups

Estimated commitment: Around 6–10 hours per month, with some variation during busier periods.

Support & development

The Student Representative will benefit from:

- A Board induction and ongoing guidance
- Support from the BDA membership and communications teams
- Opportunities to develop skills in:
 - Leadership
 - Communication and content creation
 - Strategic thinking
 - Professional networking

Person specification

We are looking for a student who is:

- A current BDA student member
- Organised and reliable
- Comfortable communicating with a range of audiences

- Interested in contributing to the future of the profession
- Able to balance the role alongside their studies
- Enthusiastic about supporting fellow students

Key Outcomes

By the end of the term, the Student Representative will have:

- Contributed to student communications and engagement
- Helped strengthen connections with student members
- Shared valuable input into Board discussions
- Built positive working relationships with BDA teams
- Supported a strong student presence within the BDA

This is a valuable opportunity to contribute to the student community and gain insight into the wider work of the BDA, while developing skills and professional connections that will support future career development.

If you have any questions, please reach out to Stacy Tuohy, Membership Manager
s.tuohy@bda.uk.com