

# REIMAGINING FURTHER EDUCATION STEERING COMMITTEE

After 3 successful conferences, the time has come to turn over organisation of the next *Reimagining Further Education* to the wider FE community. BCU are pleased to continue hosting the conference and Suzanne Savage and Matt O'Leary will retain an executive role in coordinating it, but the vision and development rightly belong to people who are working in the further education sector.

With this in mind, we are calling for expressions of interest to join a new steering committee comprised of approximately 5-7 people. Overleaf you will find more information about the responsibilities of the steering committee. Following that are instructions for Expressing Interest in joining. The deadline is midnight on 7 October, 2018. The first steering group 'virtual' meeting will be from 3-5 pm on Thurs 11 October.

We would also like to redress the past imbalance in representation at the conference, which has highly favoured colleges. People with connections to under-represented areas of the sector including Adult and Community Learning, Offender Learning, and Third Sector education are particularly encouraged to join. Please see note at the end of the EoI for more information.

# STEERING COMMITTEE RESPONSIBILITIES

## Steering Committee commitments

- Time commitment variable based upon the responsibilities each individual assumes
- Attend monthly 'virtual' meetings (which will occasionally be twice/month)
- Consistent promotion through your networks
- Active participation in the steering group areas of responsibility

## Steering Committee areas of responsibility

Individual responsibilities will be negotiated between steering group members. We aim to share these areas among the committee so that participation is not too onerous for any one person. As a whole, the steering committee will take responsibility for:

- Disseminating the articles written from the 2018 conference (available in early October 2018) and formulating strategies for wider public engagement with conference visions
- Promoting the conference through a wide variety of channels
- Deciding the 2019 conference theme and selecting keynote speakers
- Reviewing the working group concept and making changes as required
- Designing the Call for Expressions of Interest for convenors & publishing widely
- Evaluating the Eols and selecting the convenors (Note: membership of the steering committee will not preclude you from convening a group. You will be excused from decision-making on any group you have expressed an interest in convening).
- Finance: Identify and develop potential funding opportunities; design budget, set ticket prices/bursaries
- Maintaining the conference website on WordPress
- Managing conference queries and correspondence

## Special Skills

Hard work and perseverance are what makes most conferences happen, so the ability to do these are by far the most important. In addition, we are looking to represent a range of specialist skills across the different members of the steering group. If you possess any of these, be sure to let us know. You may also have other useful skills that we have not added to the list, and if you think these skills would be well-applied to the conference, then by all means let us know about those as well.

- Conference organisation experience
- Event promotion
- Managing events and payments on Eventbrite
- Basic Wordpress website design
- Media experience/media contacts
- Writing to promote events (such as articles in TES/FE Week/ETF, etc.)
- Social media promotions
- Digital networking experience (for virtual meetings)
- Identifying and developing funding opportunities

# CALL FOR EXPRESSIONS OF INTEREST #REIMAGINEFE STEERING COMMITTEE

Eols need to be received no later than midnight, 7 October 2018

If you have read the accompanying information about the steering committee and would like to express interest in joining it\*, please send an email to [Suzanne.savage@bcu.ac.uk](mailto:Suzanne.savage@bcu.ac.uk) answering the following questions (max 1500 words):

1. What is your current role in the FE sector?
2. What in your opinion are the strengths of the previous #ReimagineFE conferences?
3. What could #ReimagineFE do better/differently? What could #ReimagineFE19 look like?
4. How can the visions of the #ReimagineFE working groups be disseminated? How can the work be engaged with throughout the year to bring the visions beyond the conference rooms?
5. Why do you want to be in the steering committee? Which responsibilities are you interested in contributing to, and what skills do you have?

\*Note: We would like to redress the past imbalance in representation at the conference, which has highly favoured colleges. People with connections to under-represented areas of the sector including Adult and Community Learning, Offender Learning, and Third Sector education are particularly encouraged to join. If you are from these sectors and potentially interested, please get in touch and have an initial conversation, as the Eol may be more challenging for you to fill in if you have not yet engaged with the work of *Reimagining Further Education*.

If you have any questions about joining the Steering Committee or want more information, please don't hesitate to contact Suzanne Savage  
[Suzanne.savage@bcu.ac.uk](mailto:Suzanne.savage@bcu.ac.uk)