

SEP BADGES

Workbook

The SEP badges are a fun way for our hard working SEP members and Convenors to be recognised for all that they do to raise student voice across the university and create positive change.



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THE BADGES

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what are the sep badges?

The SEP badges are a fun way for our hard working SEP members and Convenors to be recognised for all that they do to raise student voice across the university and create positive change. They will be a digital badge and certificate that can added to LinkedIn and CVs.

what is the purpose?

The purpose of these badges is to prove a SEP member or Convenors engagement with the scheme and the skills developed along the way. They will help give students clear examples of where and how they have achieved these skills to aid and assist in verbalising experience to employers.

They will also be encouraged to be used alongside the UEA Award to assist with its completion and gain further recognition for the students hardwork.



what do they focus on?

The badges focus on key skills that have been identified as important for employability and student development.

The first five badges developed in this scheme will focus on the areas of leadership, creativity, data collection, teamwork and reliability.

Further badges will be developed and added based on student need and want.

how will they be awarded?

The badges will be split into 3 tasks each that will need to be completed and signed off with evidence by either a SPO or the SU Voice Team or the Undergraduate Education Officer.

Once the badge has been signed off by the relevant person a named digital certificate and digital badge will be emailed to the recipient to celebrate and acknowledge their hard work. These can then be shared and posted about as relevant to the recipient to show off what they done.

The Badges



the investigator
data collection



the collaborator
teamwork



the trailblazer
leadership



the innovator
creativity



the rock
realibility



the investigator

data collection

**Try a new way of gathering student feedback e.g.
asking in a lecture, mind map in a public space**

What did you trial?

Completed

signature

date



the investigator

data collection

Gather 30 individual feedback responses to take to a SEP meeting (this doesn't have to be done all at once and can be spread across meetings)

What did you gather feedback on and how?

Completed

signature

date



the investigator

data collection

Analyse and create a summary of the data collected that you can present in a SEP meeting

How have you presented the data?

Completed

signature

date



the investigator

data collection

CONGRATULATIONS!

You have now completed all 3 tasks in this badge, once you have them all signed off please email the UEASU Voice Team or the Undergraduate Officer to sign off and receive your badge!

You can now also write about your experience in the UEA Award and share your achievement!

UEASU Signature

signature

date



the collaborator

teamwork

Work with another SEP member or convenor to gather feedback or deliver feedback in a SEP meeting

Who have you worked with?

Completed

signature

date



the collaborator

teamwork

**Attend an Education Committee meeting hosted
by the SU**

Which meeting did you attend?

Completed

signature

date



the collaborator

teamwork

Write a 300 (min) word reflection on 'How have you contributed to creating an inclusive team environment?'

Please write here or attach

Completed

signature

date



the collaborator
teamwork

CONGRATULATIONS!

You have now completed all 3 tasks in this badge, once you have them all signed off please email the UEASU Voice Team or the Undergraduate Officer to sign off and receive your badge!

You can now also write about your experience in the UEA Award and share your achievement!

UEASU Signature

signature

date



the trailblazer

leadership

Bring an issue to a SEP meeting with possible actionable solutions

What issue did you bring?

Completed

signature

date



the trailblazer

leadership

Chair, co-chair or take minutes at a SEP meeting

What role did you take?

Completed

signature

date



the trailblazer

leadership

Talk to a full time or part time SU officer about the campaigns they are running and support them in one way e.g. an event, a social media post, creating a poster

How did you support the PTO/FTO?

Completed

signature

date



the trailblazer

leadership

CONGRATULATIONS!

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You can now also write about your experience in the UEA Award and share your achievement!

UEASU Signature

signature

date



the innovator

creativity

Design a poster, infographic, or digital resource to promote Student Voice in your school. Please talk to the Student Holistic Insight Team about branding and inclusivity standards

What did you design?

Completed

signature

date



the innovator

creativity

Suggest 3 possible solutions to a challenge raised in a meeting, think outside the box

What did you suggest?

Completed

signature

date



the innovator

creativity

Create a 1-2 minute video explaining 'why student voice is important, including the SEPs?'

Why is student voice important?

Completed

signature

date



the innovator
creativity

CONGRATULATIONS!

You have now completed all 3 tasks in this badge, once you have them all signed off please email the UEASU Voice Team or the Undergraduate Officer to sign off and receive your badge!

You can now also write about your experience in the UEA Award and share your achievement!

UEASU Signature

signature

date



the rock
realibility

Take part in some training either hosted by your school, the SU or take a short course online that you believe is relevant to your role

What training did you do / attend?

Completed

signature

date



the rock
realibility

Attend 3 SEP meetings (this doesn't have to be back to back and can be done over multiple years)

Which meetings did you go to?

Completed

signature

date



the rock
realibility

**Inform fellow students about meeting outcomes
e.g. create a meeting summary, do a presentation,
send an email**

How did you inform other students?

Completed

signature

date



the rock
realibility

CONGRATULATIONS!

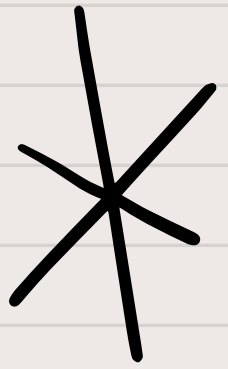
You have now completed all 3 tasks in this badge, once you have them all signed off please email the UEASU Voice Team or the Undergraduate Officer to sign off and receive your badge!

You can now also write about your experience in the UEA Award and share your achievement!

UEASU Signature

signature

date



Thank you!

Thank you for engaging in the badges, we hope you have found them useful and share of your wonderful achievements!

We would love to create more and improve these ones, so if you have any feedback please email;
union.undergraduateofficer@uea.ac.uk

