

Codrin-Ioan Chirciu

UWTSD Students' Union – London Campus
Innovation Support Officer Application

Job Description: Innovation Support Officer

Job Title: Innovation Support Officer

Department: UWTSD Students' Union

Location: London Campus

Type: Part-Time Student Role

Purpose of the Role

The Innovation Support Officer will support the UWTSD Students' Union in developing creative and digital initiatives that improve the student experience. The post holder will assist with innovation projects, gather student ideas, and contribute to the introduction of new technological tools and service improvements across the Students' Union.

Key Responsibilities

Support the development and delivery of innovation and digital initiatives within the Students' Union.

Work with staff and students to identify opportunities for improvement in systems, communication, services, and engagement.

Assist with research, planning, and evaluation of innovation projects, including student-focused digital activities.

Gather and analyse student feedback to support decision-making and idea development.

Help organise and promote workshops, campaigns, and activities related to creativity, entrepreneurship, and innovation.

Contribute to digital communication and content creation to support innovation projects (e.g., social media, surveys, presentations).

Collaborate with staff, student groups, and external partners to deliver initiatives that enhance the student experience.

Person Specification: Innovation Support Officer

Essential Criteria

Currently enrolled as a student at UWTSD.

Interest in innovation, digital tools, technology, or creative problem-solving.

Strong communication and teamwork skills.

Ability to collect, organise, and present information clearly.

Motivated, proactive, and willing to experiment with new ideas.

Desirable Criteria

Experience in student projects, events, leadership roles, or activities.

Familiarity with digital platforms such as data tools, design software, or collaborative apps.

Creative thinking skills and ability to propose new ideas.

Knowledge of innovation processes, entrepreneurship, or service improvement