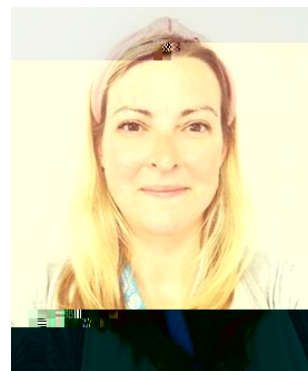


Research Degree Programme Officer

Worcester Business School

email: n.vernon@worc.ac.uk

Co-ordination of research degree programme applications, student progression and completion.

First point of contact and guidance for research degree students and supervisors about any aspect of their programme.

Planning and implementing student focussed events for example conferences, graduation events, induction.

Act as secretary for committees and other meetings to include Research Degrees Board, Course Leader meetings and Exam Boards.

Coordination of purchasing for the Doctoral School and student spending for individual projects.