

This opportunity profile is designed to give you an idea of what your voluntary work will involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: SU Sport Executive Recreational Coordinator

Department: Students' Union Sports

Duties and Responsibilities:

- a) Work with the Club Development Officers, Sports Captains and Sports Development Coordinators to develop intramural programmes for a selection of sports as determined by the SU Sport Executive Committee and SU Sport.
- b) Work alongside the SU's Marketing Office and DSDR to publicise the leagues and tournaments.
- c) Organise regular events in various sports throughout year. (minimum of 3 recreational events per semester).
- d) Organise Inter-Halls Championships.
- e) Ensure that the Web and Publicity Coordinator is aware of the events and league programme so that results and details can be publicised appropriately.
- f) Work with SU Sport and DSDR on the delivery of external programmes.

Time Commitment: 3-4 hours per week

Venue: Sports Association Office / across campus

Responsible to: SU Sport Officer

Opportunity:

- Assist with the development of the club
- Ensure a high standard of communication is held within the club
- Develop the club, making a difference to its members.
- Develop sport outside of the competition structure.

Benefits:

- Enhance your CV
- Gain skills to enhance personal development
- Gain Team Leadership skills
- Improve administrative skills
- Development of the club
- Work with student led groups and University staff.

Useful previous experience:

- Organisational skills
- Working within a team
- Knowledge and understanding of SU Sport
- Experience of publicising and marketing

Training and support:

- In house training through Skills Training (publicity and marketing).
- Support through all SU areas

Skills Gained: Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)

Written Communication	✓	Teamwork	✓	Financial Management	
Verbal Communication		Time Management	✓	I.T.	✓
Delegation		People Management		Organisation/ Planning	✓
Decision Making	✓	Negotiation		Marketing	✓

Others (as specified below):

For further info contact:

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