

Role Description: Bath STAR Chair

Role:
Bath STAR Chair

Department:
Volunteer Centre

Duties and Responsibilities:

- To be the primary contact between STAR and the SU, as well as the Volunteer Centre.
- To represent STAR to external bodies.
- To chair STAR committee meetings, and form agendas for each meeting.
- To oversee all STAR events.
- To develop the activities that STAR is involved in by supervising and supporting the committee and members.
- To communicate and develop collaborations with other societies.
- To uphold the RAG constitution.

Time Commitment:

About 10 hours per week, increasing at some peak times to about 20 hours.

Venue: Various.

Responsible to: STAR committee, members, and the Volunteering Administrator.

Opportunity:

- To be the point of contact for STAR for internal and external bodies.
- To lead the development of the group.

Benefits:

- Acquisition of graduate skills, such as organisation, leadership and time management.
- Chance to make a difference in local community.
- Meeting lots of like-minded individuals.

Useful previous experience/skills needed:

- Regular volunteering activity with STAR.
- Communication skills.

Training and Support:

- Administrative support from the Volunteer Centre.
- Management support from the SU's Events Committee.
- Training sessions through the SU.

Skills Gained: Participating in this opportunity will enable you to develop and practise the following skills (marked) *Skills required for The Bath Award

Teamwork*	X	Delegation	X	Financial Management	
Verbal Communication*	X	Negotiation	X	I.T.	
Written Communication*	X	People Management	X	Organisation/ Planning	X
Leadership*	X	Time Management	X	Creativity	
Commercial Awareness*	X	Marketing		Initiative	X
Problem Solving*	X	Decision Making	X	Public Speaking	X

For further info contact: Students' Union Community Officer sucommunity@bath.ac.uk 01225 384223

Website: thesubath.com/rag/