

Role: Minervas Chair	Department: Volunteer Centre
Duties and Responsibilities: <ul style="list-style-type: none"> To be the primary contact between Minervas and the SU as well as the Volunteer Centre To represent Minervas to external bodies. To chair Minervas meetings and committee meetings, and form agendas for each meeting To oversee all Minervas events and liaise with other societies and student groups To develop the activities that Minervas is involved in by supervising and supporting the committee and members. To oversee the secretary in liaising with VOICES and direct the treasurer in fundraising initiatives Updated resources, promotional materials and endeavour to spread awareness and reduce stigma around domestic violence Be compassionate and supporting of all members and student 	Time Commitment: About 5-6 hours per week, increasing at some peak times and decreasing over university holidays <hr/> Venue: Various <hr/> Responsible to: Volunteering Administrator and Community Officer
Opportunity: <ul style="list-style-type: none"> To be the point of contact for Minervas for internal and external bodies To lead the development of the group 	Benefits: <ul style="list-style-type: none"> 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 Reducing the stigma around domestic violence for students that come after you
Useful previous experience/skills needed: <ul style="list-style-type: none"> Involvement with a organising events Passion for equality, diversity, inclusivity Communication skills 	Training and Support: <ul style="list-style-type: none"> Administrative support from the Volunteer Centre. Training sessions through the SU Training given by VOICES if requested on domestic violence

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	X
Commercial Awareness*		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/minervas
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