

su

SU Sport Committee Training Day 2018



**THE SU
UNIVERSITY
OF BATH**



Role Specific Training



Chair Training

Room: CB3.11

Ben Davies

Specific training for club Chairs on both how to effectively chair a meeting, this won't cover every aspect of being a chair of a club but focusses on getting the most out of the time your committee is all together.

Learning Objectives

- *Understand the role of a Chair*
- *Controlling a meeting*
- *Hearing everyone's voice*
- *Time management in meetings*

Trainer Biography

Ben is the current SU President and has previously held the role of Education Officer, he has chaired several challenging events during his roles including a student debate on the VC's pay.



Treasurer Training

Room: CB3.10

Eve McWilliams

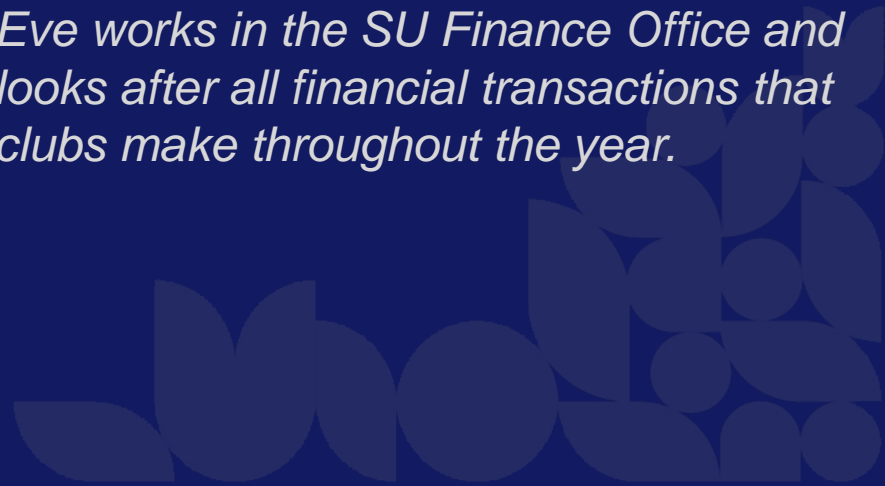
Specific Treasurer training on financial planning in general, sources of funding and SU processes.

Learning Objectives

- *Understand your role as treasurer*
- *Understand SU Finance processes*
- *Budgeting effectively*

Trainer Biography

Eve works in the SU Finance Office and looks after all financial transactions that clubs make throughout the year.



Secretary Training

Angela Pater

Room: CB3.6

Workshop Content

This session aims to give attendees a better understanding of the role of Committee Secretary and equip them with the skills that they need to carry out this role effectively.

Learning Objectives

- Your responsibilities before during and after a meeting
- Preparation of agenda, papers and minutes
- Formal and informal meetings
- Follow up actions

Trainer Biography

Angela Pater is the Head of Secretariat, Office of University Secretary, she has a wealth of experience managing meetings for a range of purposes.



Social Sec Training

Will Galloway and Ed Dunkley

Room: CB3.1

This interactive session will provide you an introduction into organising the social activity for your club and the how to go about making these events fun places for everyone to be.

Learning Objectives

- Understand the social policy of the SU
- Key skills to organising a great social
- Examples of good and bad planning

Trainer Biography

Will Galloway is the current Sport Officer and ex-Chair of the Basketball club, Ed Dunkley has been a Sport Exec member and Social Secretary for Water Polo this year.



Welfare Training

Room: CB3.5

Student Services / Ben Palmer

An introduction into the idea of Welfare as a concept and context in the University sector, explain the support services that both the SU and Student Services provide, what the differences are and how to access each and then also do the sign posting training that The SU – This is not complete training on how to be a Welfare Officer only an introduction into the role.

Learning Objectives

- What is welfare, well-being and mental health in a student context
- Services the SU have
- Services Student Services provide
- Sign posting

Trainer Biography

Ben Palmer is the current Community Officer for The SU, he has experience working with Student Services, Diversity and Support group and our advice centre.



League Captain Training

Room: CB3.7

Jo Dixon & Misha Blair

An introduction to the information you need to know to be a BUCS league captain in an SU Sport team. Around half an hour of the session will be BUCS specific things you need to know and the rest of the session will cover being a good captain for you team, a leader in your peer group and draw upon the experiences of a current captain.

Learning Objectives

- Understand what you need to do as a league captain
- Understand the responsibilities of the role
- Understand how to be a strong team leader

Trainer Biography

Jo Dixon is the current BUCS co-ordinator for league sports, she has many year's of experience of dealing with BUCS sports. Misha has been a captain for two years of the women's 1st basketball team and is graduating this year from a Sport and Exercise Science degree.



Other Roles Training

Room: CB3.9

Isabelle Sims

This session is designed to help you get the most out of your year as a committee member. Whether you are a kit secretary, CDO or in charge of marketing, this session will prepare you to head into next year equipped to deliver real change for your club and develop yourself as an individual.

Learning Objectives

- Understand the opportunity being a committee member gives you
- Working with The SU
- Getting the most for your club and yourself

Trainer Biography

Isabelle is a student trainer for The SU and has delivered training sessions on a variety of topics to lots of students. She is also the current Treasurer for the Latin and Ballroom club.



Non-Role Specific Training



Managing Conflict in Teams

Room: CB3.9

Isabelle Sims

Workshop Content

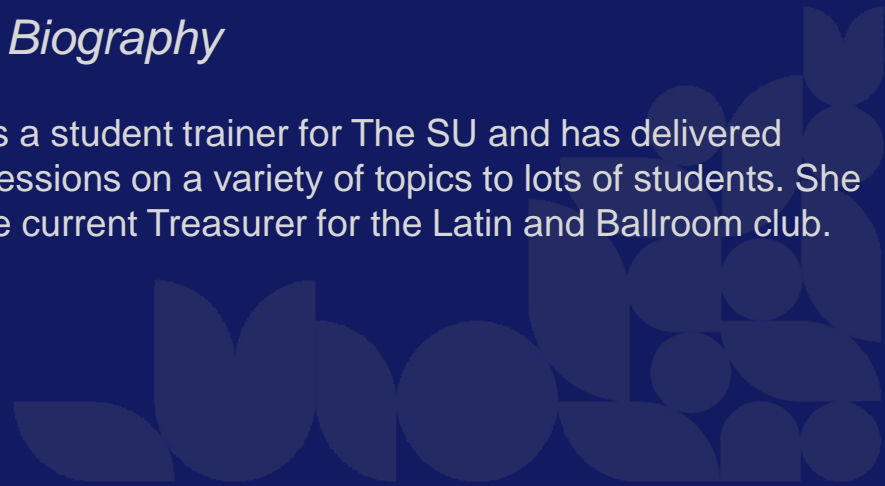
Most of us have experienced conflict when working in teams, and the damaging impact it can have. In this highly interactive session led by Isabelle, we will reflect on possible triggers of conflict and conflict escalation, we will discuss aspects of conflict in cross-cultural teams and we will consider approaches that can be used to avoid conflict escalation including negotiation and mediation skills.

Learning Objectives

- Consider conflict triggers in teams and conflict escalation
- Explore practical approaches to avoid conflict escalation
- Recognise conflict management skills in leadership, and employability

Trainer Biography

Isabelle is a student trainer for The SU and has delivered training sessions on a variety of topics to lots of students. She is also the current Treasurer for the Latin and Ballroom club.



Influencing People

Room: CB3.10

Ben Davies

As a committee member you will have to get people to do what you want, whether that is a volunteer on your committee, a staff member to help you out or a coach you work with, being able to get people on your side is a skill you need as a leader. This interactive session will demonstrate how you can go about getting what you want!

Learning Objectives

- Understanding confidence is key
- Personality Types
- Persuasion
- Push Pull Models of incentives

Trainer Biography

Ben is the current SU President and has previously held the role of Education Officer. Throughout these roles he has had to work with people of all backgrounds and level of staff, often trying to convince them to do something they may not want to, from the VC to student staff Ben can show you the techniques to get what you want.



Understanding your club's value proposition

Catalina Amihaiesi

Room: CB3.6

Workshop Content

This workshop introduces you to core business concepts and guides you to think about the activities you organise for your members, and how you might improve the engagement of students and potential sponsors. Whatever your degree background, this workshop will develop your ability to think in a commercial way which is highly valued by all employers

Learning Objectives

- Understand what business skills you're developing as a student leader
- Understand how to sell your society to students and potential sponsors
- Learn the basics of business planning in relation to your society

Trainer Biography

Catalina is the student enterprise co-ordinator, she works with our enterprise groups throughout the year to develop their business acumen, manage events and projects as well as provide development opportunities.



How to be Inclusive

Room: CB3.1

Alisha Lobo

Workshop Content

Inclusivity is a core value of the Students' Union and with the recent appointment of the Welfare and Inclusivity officers this session is working to help clubs embed this as a part of their general practice. This session will allow students to understand the wider issues and barriers facing minority groups on campus and what solutions can be created to address them.

Learning Objectives

- Background and terminology for Equality and Diversity issues
- Identify and address issues faced by individuals joining sports.
- Recruitment, retention and training of minority groups.

Trainer Biography

As a student trainer, Alisha has developed and trained numerous student leaders this year in How to be Inclusive training. She has also trained in delivering Bystander training as part of the #NeverOK campaign. She has previously worked within student media as Editor-in-Chief of *Bath Time* and has been Freshers' Week Event Manager 2017. She is the Community Officer for the next academic year.



What is Club Development?

Room: CB3.5

Matt Price

Want to make your club as good as it can be but not sure about how to go about it? This session will introduce the concept of club development, how you can make changes over a number of years to make a real difference and how The SU can help.

Learning Objectives

- Understand the concept of club development
- Club development plans
- Understand how NGBs can help
- What support The SU provides

Trainer Biography

Matt works as the Recreational Sport Co-ordinator in The SU, he has experience helping clubs develop themselves both at University and outside universities in County Sport partnerships.

