

Raise and Give (RAG) Committee Roles

Role: RAG Vice Chair (Finance)	Student Led Service: Raise and Give
Duties & Responsibilities: <ul style="list-style-type: none"> • Work with the Chair to lead the RAG committee ensuring they are fulfilling their duties and responsibilities • Take minutes at committee meetings and ensure that they are circulated to relevant people • Work with RAG committee members to provide budget forecasts for RAG and student group events • Administering the RAG finances in accordance with Students' Union procedures • Reporting to the committee on the finances. Including money raised and money left to spend. • Overseeing all money collected is paid into the correct account • Meet monthly with the Societies Rep and Sports Rep to review their progress. • Actively help organise RAG week and events in Welcome Week • Liaising with VP Activities and relevant staff members • Liaise with people running events to meet their needs • Act as Chair in their absence • Support all Societies and Clubs in the running of their fundraising events and activities • Attend all required training and Students' Union Meetings • Supporting the Students' Unions Visions, values and priority campaigns • Adhere to WSU policies and procedures 	Time Commitment: Varying throughout the year with an average of 10 hours a week Responsible to: RAG Chair and students Ideal personal Qualities: <ul style="list-style-type: none"> • Great organisational skills • Driven and motivated • Good leadership skills • Good communication skills • Able to balance multiple projects at once • Experience in fundraising • Budgeting skills
Opportunity: <ul style="list-style-type: none"> • A unique opportunity to be part of the team that leads fundraising at the Students' Union • Coordinate fundraising events at the Students' Union • To be engaged with the Students' Union and the Student Movement as well as national student fundraising and NaSFA. • To make sure events are well planned and be the face of RAG • Leading a team of volunteers 	Benefits: <ul style="list-style-type: none"> • Gain a wide range of practical skills that will make you more employable • Practical experience of organising a team and putting on events • Relevant training/on-going personal development • Qualify towards the Worcester Award and V Record. • Gain experience in community work • Gain knowledge in finance forecasting and budget planning
Beneficial Previous Experience: <ul style="list-style-type: none"> • Experience of motivating • Experience in running and organising events • Experience of budgeting • Fundraising knowledge 	Training and Support: <ul style="list-style-type: none"> • Potential opportunity to go to regional and national RAG events • Support through a mentoring system will be provided to help with your development
Skills gained: Participating in this opportunity will enable you to develop and practice the following skills: <ul style="list-style-type: none"> • Communication skills - conveying intended meanings from one entity or group to another • Organisation skills – be clear on what you do and gain how to make sure all aspects are taken care off • Teamwork – you will be working collaboratively with a group of people in order to achieve a goal • Leadership skills – as chair you will learn how to lead a group of individuals • Financial Management – as finance rep you will learn skills around managing finances 	