



Want to create opportunities and put the FUN into the Student Experience? Why not run as VP Student Activities?

Salary: £18,348

Vice President Student Activities is a role that embraces **variety**. The most important characteristic a VP Student Activities can have is **enthusiasm**;

- The enthusiasm to get behind the 75+ sports clubs, societies and volunteering & fundraising groups that exist in The Students' Union so that they thrive.
- The enthusiasm to **inspire** other students to get involved and follow their passions and the ability to communicate that enthusiasm to the student population so they know what is happening in The Students' Union.

The Vice President Student Activities role is perfect for students that are **passionate** about sports, societies and volunteering. Working with local and national charities, other university departments and leading and supporting student campaigns and building networks are all ways in which VP Student Activities ensure they are successful.

Sometimes the role means sitting in meetings and **championing student groups** to ensure they have the resources they need, while running events and activities that give students opportunities to get involved.

This role works closely with the University's sports staff to develop **Participation, Fitness, Competition** and **Inclusion** in the student population. They encourage and enable students to lead healthy lifestyles through awareness raising, education and example. Most importantly they make sure Sports are for all students regardless of background or circumstance. You'll also play a key role in organising Varsity.

One of the most rewarding parts of the role are working closely with minority groups, strengthening the student **community**, getting involved with local projects in Worcester and championing volunteering

Above all, the VP Student Activities works with students to make sure that their time at University is as **fun** and **enjoyable** as possible, ensuring the Union provides opportunities that develop students that enable them to succeed when they leave university. How an individual goes about achieving this is entirely up to them.

All Full-Time Officers' Responsibilities

- Be a Trustee of Worcester Students' Union, playing an active role in the Board and its Sub-Committees and ensuring the Union complies with relevant legislation;
- Work with trustees, staff and volunteers in a constructive manner and for the greater good of the Union;
- Ensure that the Union does not undertake activities that put its financial stability, members or reputation at undue risk;
- Be an active Student Councillor, attending all meetings and providing reports;
- Be a key member of Executive Committee and support part-time officers and reps in their roles;
- Work collaboratively with Union staff and the Chief Executive to ensure the Union meets its charitable aims and furthers its strategic goals;
- Represent the Union and its members on University Committees, panels and working groups, preparing reports and presentations if needed;



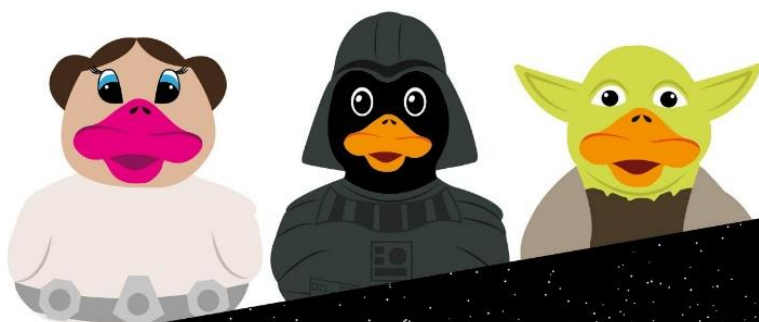


- Attend regular meetings with the University Executive, Vice Chancellor and Pro Vice Chancellor (Students);
- Chair relevant Union committees and meetings;
- Promote active involvement in the Union to all its members, including mature, part-time, postgraduate and international students;
- Initiate and promote campaigns that improve student life;
- Constructively challenge the Union and University to meet the needs of a diverse membership, ensuring their views are researched and represented;
- Promote creativity and innovation in thinking and delivery of services;
- Ensure the Union's governance and democratic processes are relevant and accessible to students;
- Play an active role and represent the Union in key events such as Welcome Week, Varsity, Open Days and Celebration Week;
- Support the delivery of the SU outreach programme and ensure the Union reaches out to a wide range of students;
- Always act and behave in accordance with the Union's values, vision, policies and procedures, setting an example to others;
- Promote the values of diversity and equality of opportunity, as well as of the environment, amongst the membership.
- Maintain a good knowledge of current issues affecting students in Higher Education;
- Act as a signatory on the Union's bank accounts.

Individual Role Description

Vice President Student Activities

- **Deputise for the President** when necessary;
- Actively promote and support the establishment of **new clubs and societies**;
- Work to **encourage under-represented groups of students** to participate in sport, societies and cultural activities across campus;
- Work closely with the Union's Student Engagement Team to provide **information, support and training** for clubs and societies;
- Plan and co-ordinate events and activities that further social and recreational opportunities for students;
- **Represent the Union** and its members on the **Sports Development Board**;
- **Liaise** with University departments and the Institute of Sport and Exercise Science, as well as external stakeholders, to maximise personal development opportunities for students;
- Be the face of student sport and represent the Union in sports-related **activities and events, such as Varsity and the Colours Ball**;
- Welfare and Community play a key role in delivering and promoting volunteering initiatives, such as **Student Volunteering Week**;





- Ensure good **participation** of clubs and societies in key events, such as Open Days and Welcome Week;
- **Organise and chair** meetings with student groups and societies;
- Provide individual clubs and societies with support around arranging events and activities;
- Oversee the **organisation** of RAG activities, alongside the RAG student-led service;
- Support the Sports Co-ordinator to ensure the smooth running of **BUCS fixtures**, including the promotion of results and successes;
- **Take a lead** on ensuring teams comply with processes and procedures around social activities;
- Attend Union meetings and committees as required.
- Attend the University's Board of Governors as an observer.
- Other reasonable duties as may be required that are commensurate with the role.

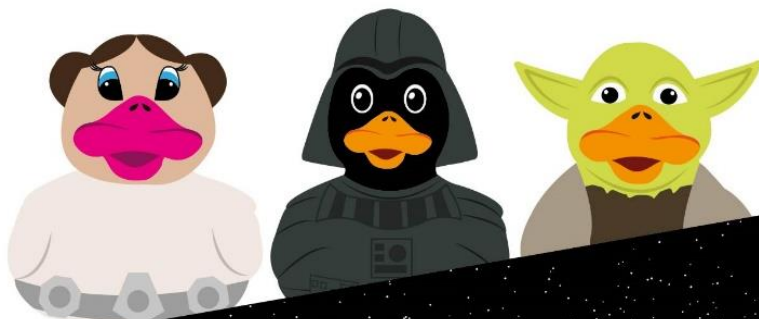
Along with your individual manifesto aims and role descriptions, there will be operational activities within the Student's Union and University that you will automatically be involved in as one of the SU's Full Time Officers.

Below are a few examples of these activities that the Vice President Student Activities has undertaken, from the last couple of years:

- Big role in helping the organisation of Varsity
- Supporting the weekly organisation of BUCS fixtures
- Arranging regular training for club and society committee members
- Encouraging students to contribute articles to the 'Worc Hard Play Hard' magazine
- Helping to organise the Sports Ball
- Working to improve promotion of societies and sports clubs.
- Supporting the RAG committee and student fundraising
- Organising large events like the Colour Run.
- Working with the University on a strategy for Sport and sitting on the Sports Board

General competencies and skills necessary for Full-Time Officer posts

Competency or quality	Why?
Good communication skills	As an elected representative of the study body, your key role is talking and listening to students and representing their views and interests to the University.
Good presentation skills	You will be expected to present reports to a range of University committees and meetings, to deliver induction talks to new students and to run training courses and information sessions to groups of students throughout your year in office.
Good time-management and organisational skills	Your typical day will involve attending meetings and working on a number of projects whilst keeping on top of communications to and from students and SU and University staff.





Competency or quality	Why?
Good understanding of current political, social and economic factors relating to Higher Education and issues of concern to students	As a spokesperson for students, you will be called on to explain what students think about a range of local, national and international matters which may have an impact on the student experience
Ability to establish and maintain good working relationships with a wide range of individuals	You will be liaising regularly with senior University staff, governors and SU trustees, other SUs and universities, external companies and commercial partners as well as students.
Enthusiastic approach to learning and personal development	You will have a wide range of opportunities to attend local and national training courses and conferences, including NUS officer training, which will enhance your skills and confidence
Commitment to equality and diversity and to the values of the SU	You will take responsibility of ensuring that the SU and its services are accessible and openly inclusive for all students, whatever their background, age and interests
Self-motivated and enthusiastic	The ability to effect positive change for students comes from a willingness to start and see through initiatives
Ability to take a constructive and co-operative approach to solving problems and making decisions	You will be part a larger team of officers and staff and so will need to be able to negotiate, compromise and remain calm in situations which may sometimes be challenging and where there may be conflicts of interest
Reliable and honest	You will have a very busy diary but also have important responsibilities as a Trustee of the SU
Willing to work unsocial hours / weekends	This is at times really not a 9-5 job! Over the course of your year in office, you should expect to work during a number of weekends and to attend evening meetings and events
Flexible and adaptable	Things never stand still in the SU for long and it is a fast-paced environment

Full-Time Officers are fully supported by SU staff, but it is important that you are able to meet a number of the above, even if not all, for you to be comfortable in the role. It is a demanding (and brilliant) role that requires individuals to work hard and get stuck in! If you have any questions about what's required, please arrange to talk to a member of SU staff.

