



Role Description

Job Title	Sports Officer
Location	University of Leicester Students' Union, LE1 7RH
Salary	£19,000
Reports To	Students
Role Purpose	<ul style="list-style-type: none"> • Work to increase participation in sport by tackling barriers that students face • Campaign on key issues in University sport • Work with the University to help shape the direction of sport at Leicester

Welcome to the Executive Team within the Students' Union!

The Students' Union is an independent, democratic organisation and a charity that represents students' best interests while studying at the University of Leicester.

Students decide who will run and lead the Union so elections provide the chance to be part of something big, have some fun, and shape the Students' Union.

Executive Officers (Officer Trustees)

A Trustee of the Charity and a Director as required:

General

- All Executive Officers have a responsibility to ensure under-represented groups are represented in each of their assigned remits, as well as within the University community, ensuring their student experience is exceptional and advocating any issues that may be important to that group.
- Oversee and develop the Union's representational and democratic structures and systems to ensure as wide as possible student involvement.
- Monitor and propose provision of equal opportunities to students, promote and campaign for equal opportunities within the Union and the wider community.

Representation

- To be representatives of student views to the University and to external bodies.
- To regularly talk and listen to the entire membership of the Union.
- To complete the engagement circle by ensuring all activity and outcomes are fed back to the membership of the Union.
- To be responsible for communication of the work of the Executive team to the entire membership of the Union.
- To show an active engagement in all activities of other Officers/Representatives.
- To promote and abide by the Union's motto of "an innovative Union that empowers students to deliver change".
- To ensure that the Union enhances the student experience and effects real change to students' lives via effective representation and campaigning.

Trustee

- To act as Trustees of the Union, ensuring that all of its services are relevant with positive effects on students.
- To abide by the Trustees' Code of Conduct.
- To abide by the laws of the United Kingdom and by the Union's Constitution.
- To promote the purpose, vision, aims and objectives of the Union.
- To actively commit to reducing the environmental impact of the Union, whilst highlighting the best ethical practice.
- To carry out all duties with due regard to Health and Safety, Customer Care and Equal Opportunities Policies.
- To be Directors of the Union and other appropriate subsidiary companies (where eligible in company law), having legal responsibility for its services.

Main Duties and Responsibilities

- The Sports Officer is the premier representative and face of all sporting activity at the University of Leicester.
- To be the Chair of the Sports Association, and head the Sports Executive Team.

- To ensure that all four pillars of the sports strategy are being emulated in all sporting offers i.e. performance, podium, participation, volunteering and coaching.
- To work to ensure barriers to participation in university sport are addressed, and that the University of Leicester and the Union offer an inclusive and accessible sporting environment.
- To work alongside University Sports and Active Life staff to enhance and improve the current sporting provision within the Union and the University of Leicester, including, but not limited to: Let's Do Leicester, intramural sport, gym, recreational sport and other exercise based activity.
- To be development contact for sports clubs.
- To chair Sports Executive and Club Captain's meetings.
- To lead campaigns on sport related issues, and constantly review the provision and barriers faced in relation to sport for liberation and under-represented groups.
- To sit on the Sports Operations Board and contribute to the development of the strategic direction of sport within the University of Leicester.
- To act as co-host of the Annual Sports Awards.
- To help with the organisation and running of key sporting related events, including Varsity and Athletics meet.
- To meet regularly with Union societies and Team Leicester staff to discuss sporting issues.
- To champion and campaign for everything sporting within the University of Leicester from competitive sport to recreational, exercise-based activity.