



SU Officer Elections

Activities Officer

Job Description

- Salary:** £19,305 (TBC by SU Council)
- Purpose:** To shape the activities programme (e.g. societies, volunteering) available to students and champion participation in activities. In particular to:
- Develop and support a range of Student-Led activities
 - Represent the interests of student-led activities and projects
 - Lead on the development of inclusion and access improvements
- Dates:** June 2019 to July 2020.
Includes a weekend residential in late June 2019 as part of your induction.
- Who can stand?** Any current student (see full T&Cs for full details).
- Other info:** All elected officers also become Trustees of the SU. Candidates must meet criteria for trustees (e.g. not be bankrupt). See point 5 of the full T&Cs

Specific responsibilities

Develop and support a range of student-led activities

- Ensure that a regular programme of activities is available.
- Support and oversee the work of the Societies Committee in ensuring societies are as effective, resourceful and financially sound as possible.
- Oversee and advise Societies Committee in approving new societies and reviewing societies' expenditure applications.
- Oversee volunteering activities for students, including by being an active member of Sheffield Volunteering Board.
- Oversee fundraising, and other activities in support of charities, advising students who want to hold charitable appeals.

Represent the interests of student-led activities and projects

- Work with University and SU staff to ensure recognition of the contribution and skills of students participating in activities.

Lead on the development of inclusion and access improvements

- Work with Societies Committee and relevant staff, ensure activities are well promoted to students, including through an Activities Fair (or equivalent) during Intro Week.
- Working with the Multi-Faith Chaplaincy Service, ensure inter-faith initiatives and activities are organised and promoted.

Shared responsibilities (all officers):

- Be an active member of the Student Executive Committee (SEC), overseeing SU direction and student representation as a whole.
- Oversee SU policies and how they are turned into action.
- Campaign for the rights and interests of students, locally or nationally.
- Uphold the SU's democratic processes, including by upholding decisions taken by Referenda and by reporting to SU Council on progress and key issues.
- Support and develop liberation access.