

# Publicity Officer

Organisation	Strathclyde Sports Union	Role	Voluntary
Group	Sports Executive Committee	Commitment	4-8 hours per week
Responsible to	Sports Union President	Duration	2020-21 Academic Year

## Main Responsibilities

1.	Share responsibility for the publicity and media of all facets of the Sports Union, through a number of channels, including social media platforms and the website.
2.	Recruit and coordinate a volunteer Sports Union media team, collating content from other volunteers within sports clubs to re-purpose for organisational use.
3.	Contribute to and support the publicity of various events and campaigns throughout the year, such as Welcome Week and Sports Ball.
4.	Contribute to the digital output of partner channels, such as Strathclyde Sport and Strath Union relating to the promotion of student sport.
5.	Support Sports Union staff and other volunteers on the Sports Executive with the general planning, organisation and delivery of key events, such as Sports Ball, Captains Dinner and Elections.
6.	Attend and contribute to Sports Executive committee and sub-committee meetings throughout the academic year.

## Recommended Skills & Experience

•	Understanding of the barriers facing students with regards to accessing sport at the University
•	Awareness of the Sports Union organisation and internal structures from time served on a club committee
•	Strong communication, organisational, planning and delegation skills
•	Pro-active and enthusiastic individual with a passion for student sport at the University
•	Committed and able to contribute time and effort to the role