

Sponsorship 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.	Work closely with the Sports Union office and sports clubs to attract new, added value sponsorship deals with suppliers, as well as maintaining close relationships with existing partners.
2.	Formulate sponsorship proposals and manage relations with existing accounts, ensuring regular engagement with partners to deliver brand activation agreements.
3.	Produce follow up literature for sponsors and partners in the form of letters, social media coverage and Sports Union updates to sustain relationships.
4.	Establish a working relationship with the Finance Officer to support Sports Union and sports club fundraising campaigns.
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