

## Role Description for LSU Sports and Societies Officer

<b>Job Title</b>	Sports and Societies Officer
<b>Location</b>	University of Leicester Students' Union, LE1 7RH
<b>Salary</b>	£23,737.92
<b>Reports To</b>	Students
<b>Role Purpose</b>	<ul style="list-style-type: none"><li>• Work closely with student groups and sports clubs to help them achieve their full potential.</li><li>• Work to increase participation in sports and societies by tackling barriers that students face and developing the student group pathway.</li><li>• Work with the University to help shape the direction of sport and the arts at Leicester.</li></ul>

### Welcome to the Executive Team within the Students' Union!

The Students' Union is an empowering, innovative and inclusive student-led Union; championing your interests and providing a community that is home away from home. 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:

#### 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**

- To represent students for all sporting, arts and student group activity at the University of Leicester and external bodies.
- To support and develop various student groups and sports clubs, enhancing the quality of their experience, helping them achieve their full potential and improving student engagement for all students.
- 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 as per Sport and Active Life's mission.
- To oversee Student Welcome, including projects like Freshers'/Refreshers' Fair and Give It a Go/Trials week.
- To act as co-host of the Annual Sports Awards and the other SU Awards.
- To lead on Varsity, working with Sport and Active Life and DeMontfort University Sport.
- To chair and lead the Sport and Societies related Council(s).
- To ensure Sport and Societies related Council(s) publicise the process of ratifying student groups and the allocation of grant funding.

- To work alongside Sports and Active Life 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, campus league sport, gym, recreational sport and other exercise-based activity.
- To work alongside the Attenborough Arts Centre to ensure student arts are not only visible but supported on campus, including, but not limited to: creative workshops, creative courses, performance spaces and other arts-related activity.
- To sit on the Sports Governance Board, Chair the Sports Advisory Group and contribute to the development of the strategic direction of sport within the University of Leicester.
- To sit on the Attenborough Arts Advisory Board and contribute to the development of arts and culture on campus.
- To be the principle point of contact between the Students' Union and Sport & Active Life.
- To be the principle point of contact between the Students' Union and the Attenborough Arts Centre.