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|  **Northumbria Sport Student Sport Council** |
| **Role** | **Leagues Officer** |
| **Number Available:** | 1 Role Available |
| **Start Date:** | November 2021 |
| **End Date:** | May 2022 |
| **Average Hours Per Week:** | 2-3 |
| **Responsible to:** | Emma Collier  |
| **Location:** | Northumbria Sport Student Hub |
| **Reward & Recognition**  | Successful candidates will be able to choose from one of the following:Annual Gym Membership\*Annual Club Membership\*Funding bursary towards an accredited qualification of their choice\*Successful candidates will also receive tickets to attend various sporting events across the region\*Terms and conditions apply |
| **Application Process:** | Please see Application Process below |
| **Closing Date for applications** | Midnight, Sunday 28th November |

**Role Overview:**

The Student Sport Council is elected from and by the student body to represent and support students, ensuring that they can play a role in shaping the sport programme. The Council ensures that students at Northumbria can access and contribute to a broad range of sport and wellbeing activities.

The Student Sport Council will be responsible to the Student Sport President.

This position involves working closely with staff to develop our student leagues programme. You will work closely with key departments across the University to promote, communicate and engage with students to introduce new sports and expand existing sports within the leagues programme.

**Application and Election Process**

**Stage 1**

Students who wish to apply must submit a maximum 500 word statement (manifesto) setting out why they are the best person for the role. *Students must submit their 500 word statement to* e.collier@northumbria.ac.uk *by the closing date stated above.*

All statements will then be reviewed and shortlisted by a panel (chaired by the Student Sport President).

Successful shortlisted candidates will be notified by the Student Sport President and announced following the closing date.

**Stage 2:**

Candidates will be required to record a short video which will be promoted across the University using various digital media platforms.

Campus-wide campaigning is allowed but putting up posters anywhere on campus is not allowed.

Use of Facebook and other social media is allowed from the start of the campaign. However, candidates are only allowed to use their personal social media platforms to promote their campaign.

Voting will open for the successful shortlisted candidates on the 3rd December and will close at lunchtime on the Friday 10th December.

Northumbria University students will be given the opportunity to vote for who they would like to sit on the Student Sport Council. *Students will receive one vote per role*

*All candidates must conduct themselves in a positive, respectful manner and not undertake any activity that would be detrimental to the reputation of the University. Any manifestos deemed to be inappropriate will be not be considered.*

**Role Description:**

* Represent all student league participants
* Meet regularly with team captains to share ideas and initiatives for league development
* Regularly attend league fixtures to show you support
* Support the marketing and promotion of Student Leagues on campus
* Provide regular updates to the Student Sport President and Sport Leadership team about the development and proposed ideas and initiatives to develop the leagues programme

**Person Specification:**

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| **Key to abbreviations**E – Essential A - Application Form D – Desirable I – Interview |
| 1. **Specific Knowledge**
* A knowledge and understanding of the Northumbria Sport League structures
* Knowledge of local leagues within the region
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| 1. **Skills and Abilities**
* Excellent communication skills including the ability to communicate with a wide range of individuals both verbally and in writing
* Able to support in building, leading and motivating a team
* Able to support discussions and co-ordinate meetings
* Able to use initiative to resolve problems quickly and confidently
* Able to communicate clearly and professionally with a wide range of individuals, including league participants and staff members
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| 1. **Education, Training and Experience**
* A current Northumbria University student as of September 2021
* Experience in a leadership or volunteer role
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| 1. **Other requirements**
* Ability to work unsocial hours as required including early mornings, evenings, and weekends
* Computer literate with knowledge of standard Microsoft packages
 | E |

**How to Apply:**

Please send a statement / manifesto (maximum 500 words) to e.collier@northumbria.ac.uk .