

# Vice President of Social Activities

## **Dudley Students' Union Vice President of Social Activities – Purpose of this post**

- To represent and seek the views of students at Dudley College in relation to social activities
- To lead an activities and events program for the academic year that is inclusive and accessible
- To promote and encourage students to set up clubs and societies
- To enhance students' experience at college and to provide low cost and good value activities for all
- This post requires a student who has bags of energy, is fun, fun, fun and determined to enhance students' time at college

## **Main duties and responsibilities**

- Responsible for promoting Students' Union activities, events and trips
- Creating new initiatives for ways in which to engage students and encourage participation in Students' Union life
- Support club leaders to liaise with appropriate bodies outside college for promotion and sponsorship of clubs and societies
- Ensure that all union resources are fairly allocated to all clubs and societies
- Develop and maintain contact with relevant clubs and society leaders
- To help organise Students' Union annual events throughout the academic year such as, Talent Show, Politics Live, Welfare Event etc.
- Work with other members of the executive team in establishing a calendar of activities which is responsive to students' needs.
- Work with cross-college staff and external organisations on the promotion of relevant activities and opportunities available to students

## **General duties and responsibilities**

- Volunteering 4 hours per week in your job role
- Act reasonably always in the best interests of the Union
- To present your work and feedback at Big Student Get Together and SU Team meetings
- Work with other members of the Vice Presidents and SU team in establishing a calendar of activities which is responsive to students' needs.
- To regularly obtain feedback from students via GOATing (go out and talk) sessions and present this so the Students' Union always reflect the needs and wants of members
- To attend conferences and training events as and when required
- To attend SU activities dressed in promotional uniform (provided by the SU)
- To demonstrate good time management and use of own initiative
- If over 18 years old to act as a Trustee of the Students' Union Work alongside NUS on identified national campaigns
- Carry out duties as laid down by the Executive Committee and Big Student Get Together



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## Key working relationships

As Vice President, you will liaise with a range of colleagues within the Students' Union, college staff and students. Including college management, governors, local members of parliament, National Union of Students, local and national Students' Unions and local organisations.

## Key meeting attendance

As Vice President, you will be required to attend Executive team meetings and training every Thursday evening 5pm - 7pm and to attend Big Student Get Together once per term.

## Benefits of Post

- Discounted tickets for Students' Union trips and activities
- Uniform
- Full training provided by the Students' Union and National Union of Students - No experience is needed
- Amazing for personal development – add to CV/Personal Statement
- Meet new people and make new friends
- Influence the direction and strategy of the Students' Union
- Develop time management skills
- Get involved in planning and organising events
- Contribute to representing the student body and contributing to the student experience
- Develop a wide range of communication skills
- Make a difference
- New opportunities and challenges
- Enhance your employability
- Prove your commitment and passion
- Develop skills that equip you for life and work
- Certificate for participation and reference on request

