

Societies and Sports Executive – Societies Executive Role Descriptions

Societies Campaign and Fundraising Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Societies Campaign and Fundraising Officer is the port of call for societies looking to run a campaign and/or fundraise. The Societies Campaign and Fundraising officer should encourage societies to campaign and fundraise both independently and communally on joint society-led fundraisers and campaigns.

The Societies Campaign and Fundraising Officer should also encourage societies to partake in Students' Union campaigns, such as Go Green Week and Eradicate Hate.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Supporting societies that want to or are currently fundraising or running a campaign
- Communicating with societies to bring societies together so they can network and put on joint fundraisers and campaigns
- Encouraging societies to put on fundraisers and campaigns
- Bringing forward queries and ideas regarding fundraising and campaigning to help make positive change
- Following and upholding Students' Union guidelines and protocols, particularly regarding fundraising policies
- Attending regular meetings (during semester time only)

This position is voluntary.

Societies Online Communities Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Societies Online Communities Officer is a role that aims to help societies create and maintain an engaged online community whilst working to keep members safe online.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Supporting societies in creating and maintaining an engaged online community

- Advising and supporting society committee members on how to keep their members safe online
- Bringing forward queries and ideas regarding publicity to help make positive change
- Following and upholding Students' Union guidelines and protocols, and being aware of best practice when online
- Attending regular meetings (during semester time only)

This position is voluntary.

Societies Publicity Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Societies Publicity Officer is a role that aims to raise the profile of societies, encourage students to join societies and bring ideas about how we can encourage engagement within societies.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Supporting societies that are trying to publicize themselves or are looking for ways to bring in more members
- Being passionate about societies and engaging with students about the benefits of joining a society
- Bringing forward queries and ideas regarding publicity to help make positive change
- Following and upholding Students' Union guidelines and protocols, particularly regarding publicity, press and marketing policies
- Attending regular meetings (during semester time only)

This position is voluntary.

Welfare in Societies Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Welfare in Societies Officer champions welfare within societies and committees. This role aims to identify areas within societies and committees that are detrimental on individual's welfare and work with the SU and Societies Executive to improve upon this. The Welfare in Societies Officer encourages societies to prioritise their welfare.

Please note, this role is not required to offer personal advice on welfare issues such as an individual's ill mental health. Advice on issues such as ill mental health should only be issued by professionals.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Supporting societies in prioritising welfare within their community
- Bringing forward queries and ideas regarding welfare within societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Academic Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Academic Societies Representative represents the interests of arts & performance societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Arts and Performance Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Arts & Performance Representative represents the interests of arts & performance societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Charities and Campaign Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Charities & Campaigns Representative represents the interests of charity and campaign societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Cultural Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Cultural Societies Representative represents the interests of cultural societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Games and Hobbies Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Religious Societies Representative represents the interests of religious societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Media Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Media Societies Representative represents the interests of the Media Collective at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change
- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Medical Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Medical Societies Representative represents the interests of medical societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Peer Support Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Peer Support Societies Representative represents the interests of peer support groups at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Personal Development Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Personal Development Representative represents the interests of personal development societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Political Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Political Societies Representative represents the interests of political societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Religious Societies Representative

Only members of Society Committees are eligible to run for this position.

The Societies Executive subcommittee is designed to be a form of student consultation and representation. The Religious Societies Representative represents the interests of religious societies at Societies Executive.

Responsibilities in this position include:

- Reviewing applications for new societies and approving the distribution of grant funding
- Communicating with your category of societies and helping to bring societies together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of societies to help make positive change

- Following and upholding Students' Union guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

