

## **Societies and Sports Executive – What do they do?**

### **Soc Exec -**

- Soc exec members are the main point of contact between society members and the Union
  - Society members can get in touch with them about anything, whether they have an issue within their committee or society, want to make a suggestion to the Union, or simply chat about anything society-related
- They also work to form connections between societies
  - The rep can get the right people together to make an event or activity happen
  - Or they can suggest collaborative events between societies that they may envisage themselves
- At meetings, they will review new society applications and provide feedback on them
  - This way, any potential issues can get sorted before the new group attends Union Council
- They will also review grant application and decide whether funding will be granted, and how much.

### **When are the meetings?**

Societies Exec meet once every four weeks during the academic year - the dates will be published on the website [here](#) when they are set.

All grant applications and new society packs will need to be sent at least one week before this date to be considered at that meeting. If not, they will be discussed at the next.

### **Sports Exec -**

- Sports exec members will facilitate communications amongst clubs, the Union and uea+sport
  - Be an approachable point of contact for club presidents for those who want support with their activities
  - Make sports clubs more inclusive and reach out to liberation/unengaged student groups
- They will work to form connections between clubs
  - They will facilitate inter-club communication and have a variety of different social events, individually and together, including alcohol free events

- They will promote UEA clubs and sporting events and achievements across the year.
  - raise awareness across campus of sporting opportunities that they have to offer and attend sporting events for the clubs they represent
  - Promote big sports events, i.e. Derby Day, Sports Awards
  - Assist the media collective to source articles on club achievements and developments for a number of publications, publicity for outstanding achievements and press releases
- They may help the A&O Officer and sports clubs to run sports based campaigns
- Assist uea+sport in monitoring and evaluating competitive club performance and the ongoing development of sports clubs and sports provision for students
  - Assist, support and advise on the development plans for clubs, as well as reviewing periodically and checking progress against set targets
- At Sports exec meetings, they will review and grant requests that are put through, and give recommendations to club Presidents who will decide on whether funding is given out, and how much

### **When are the meetings?**

The members attend monthly Sports Exec team meetings and monthly Presidents meetings, which will be published on the website [here](#). They also attend monthly Sports Operation meetings with the staff team at uea+sport

**Your Societies and Sports Exec are here to support and represent you, so don't be afraid to get in touch with them!**