

July-June, full-time Sabbatical Officer

## KEY RESPONSIBILITIES

The Athletic Union (AU) President is responsible for representing students, supporting club committees, and more broadly progressing student sport at the University of St Andrews. The AU is run by students for students, and the AU President is responsible for representing these student voices to the University and external sporting bodies. To achieve this, the AU President will work within the partnership between Saints Sport and the AU, taking an active role within the Saints Sport Senior Leadership team, working closely with permanent staff to make high-level decisions across the organisation, and collaborating on many AU President projects. The AU President is line-managed by the Proctor, who acts as Chair of the Athletic Union Board.

The AU President represents the interests of the AU and its members to Saint Sport, the University, the Students' Association, as well as to external bodies, such as the British Universities and Colleges Sport (BUCS) and Scottish Student Sport (SSS). Leading in strategic development, the AU President oversees the overarching governance of the Athletic Union. The AU President develops opportunities for students and helps sports clubs to thrive by working closely together with their communities.

## SPECIFIC DUTIES

- Working closely with the rest of the Saints Sport team to ensure that excellent sporting opportunities are available to students.
- Supporting all sports clubs, acting as a point of contact for their committees.
- Attending meetings of, and reporting to, the Athletic Union Board.
- Chairing meetings of the AU Executive Committee, and overseeing its goals, actions, and representative function.
- Representing the AU at the Students' Association Student Representative Council (SRC).
- Sitting on the Students' Association Board, and Finance, Audit, and Risk committee, as a non-trustee member.
- Leading and/or contributing to the organisation of key events in the Saints Sport and University calendar
- Working across a variety of areas for the benefit of student sport, with the support of the Saints Sport team. Key areas may include: club finances, facility allocation, club development opportunities, volunteering, publicity, alumni relations, student participation, and policy/strategy development.
- Working collaboratively with the other sabbatical officers as part of a close team.
- Progressing on goals identified in the candidate's manifesto for the position.

## FURTHER DETAILS

- Specific hours are not specified for Sabbatical Officers. Instead, Sabbatical Officers will be expected to manage their own workloads to ensure that they are completing their duties. This will likely include evening or weekend work.
  - Additional details regarding sabbatical workload, annual leave, and scheduling are available upon request (email [aupres@](mailto:aupres@))
- Remuneration for this role in 2023-24 is currently under review; for 2022-23 the role was paid £20,130 per annum.
- You will be expected to work full time in June as part of the handover process, before officially assuming your role on 1st July. You will be paid for this additional month.
- Sabbatical officers are registered as students with the University, and remain exempt from council tax in Fife. Sabbatical Officers do not pay tuition fees.

## USEFUL SKILLS AND CHARACTERISTICS

- Experience on a club committee or the Saints Sport Student Sport Team
- Strong leadership and teamwork skills
- Strong communication skills
- Versatile and able to respond to challenges
- Good organisation and ability to manage multiple projects and commitments
- Passionate about improving the sporting experience for St Andrews Students