

SSC Member without Portfolio

April - March, Part-Time, Voluntary

Aim

The role is to liaise with all SSC Officers and Convenors to offer assistance with any projects or tasks if required.

Key responsibilities

What you will be doing

- Assist SSC members with anything they need support with
- Tweet both SRC and SSC Council meetings
- Help members with administration
- Organise Council socials
- Be a voting member of the Student Services Council

How you will be doing it

- Make Officers and Convenors aware of your position to assist in tasks
- Liaise with various members of the SSC and SRC
- Communicate via online channels with students about the activities of the SRC and SSC and their subcommittees
- Attend SSC and SRC meetings

Useful skills or characteristics

- Be willing to help others with their projects
- Be approachable
- Have good knowledge of social media
- Have good organisational skills

Benefits

- Gain exposure to a wide range of activities at the Association
- Get involved with a wide variety of projects
- Great experience for your CV
- Opportunities to meet a wide number of students
- Gain experience working in the third sector

Expected time commitment

On average, you will spend between 5-10 hours on this role. It is a flexible and varied role, which you should be able to fit around other commitments.

Further questions

Please email the current holder of this post if you have any questions about this role.