



<b>Position Title</b>	Events ambassador
<b>Department</b>	University of Birmingham Sport (UBS)
<b>Responsible To</b>	Events and Club Development

### ROLE SUMMARY

University of Birmingham Sport are looking to recruit an enthusiastic group of students to increase engagement with student and club sporting events. The role of the committee will be to support the Events team and clubs in the planning, delivery and debrief of these events. We want new ideas directly from who is being targeted to develop student experience whether competing, watching or participating.

Some of the events you would be involved in and assisting with would be Sports Fair, xpLosION, Lockdown, Alumni Sports Day and similar student and club led events.

### MAIN DUTIES

- ✓ To support Events team with delivery of UB Sport and club events. E.g. creating event timelines or scripts, liaising with performers and debriefs post event.
- ✓ To suggest and put into practice new ideas to increase and support student engagement and attendance at events – whether competing, watching or playing.
- ✓ To look at how can increase community engagement with student run events
- ✓ To conduct market research and get feedback of students, and student perspective of sports/club events. Including what would attract them and is there anything missing that they would like to see. And where possible implementing these.

### SKILLS NEEDED

- ✓ Excellent interpersonal skills, confidence, ability to speak knowledgeably with range of people particularly peers
- ✓ Enthusiastic individual with knowledge of/ an interest in sport and fitness at the University. Or experience of student sport whether through participation or clubs/societies.
- ✓ Good time management
- ✓ Ability to work independently
- ✓ Reliable
- ✓ Flexible schedule
- ✓ Positive attitude
- ✓ Would particularly suit someone interested in pursuing a career in events.

### ESTIMATED WEEKLY COMMITMENT REQUIRED (during season)

Approximately 60 hours across the year with flexibility essential, this will include monthly committee meetings. Ideally to be available during Welcome Week for Sports Fair. There will be 2-3 club events per term including Xplosion (November 2<sup>nd</sup>/9<sup>th</sup> tbc)

### ADDITIONAL OPPORTUNITIES (Will require further time commitment)

Event experience/volunteering – assisting with larger events such as British Junior Open – the most prestigious junior squash event in the world with over 700 competitors from 40 nations. Tasks will include creating accreditation, set up/venue dressing (16-20<sup>th</sup> December 2019) and tournament information desk/media (2<sup>nd</sup> – 8<sup>th</sup> January 2020).



4. *Please provide 3 objectives that you would like to achieve if you were part of the Events Committee in 2019/20:*

5. *What steps will you take to achieve these objectives?*

6. *Please provide any further information to support your application. For example, previous experience including involvement in Sport whether club or participation, volunteering etc.*