



Job Description:	RAUSU Sports Officer
Term:	From 1st August 2018 – 31st July 2019. To include a handover period during the summer term of 2018
Line Manager:	RAUSU General Manager

This officer is an elected student representative.

As an elected RAUSU Officer you will:

- Be an Ambassador for the Royal Agricultural University Student Union (RAUSU), safeguarding its good name and values.
- Work closely with the other Trustees, General Manager and the RAUSU elected officers to support the effective management of the RAUSU.
- Ensure effective teamwork and good working practice within the RAUSU.

As the RAUSU Sports Officer you will:

- Work alongside the RAU Student Union Executive Officer to be the lead officer for supporting, representing and overseeing the Union's sports clubs.
- Encourage students to come forward with new ideas for sports clubs and promote participation.
- Work with the RAUSU bookkeeper and the Board of Trustees to allocate all sports clubs their annual budget.
- Throughout the year, ensure the sports teams remain in their allocated budgets and that RAUSU funds are used appropriately.
- Work with all clubs to ensure adequate training needs are met.
- Liaise with the RAU Estates Staff to organise sports matches.
- Work with team captains to promote good discipline amongst sports teams.
- Act as the main point of communication between BUCS and sports clubs.
- Become a BUCS Score Admin and assist the RAU Student Union Executive Officer in logging, monitoring and updating fixtures, entries and scores.
- Be the point of liaison with BUCS Managers at competitor universities with regard to sports matches.

- Ensure all 'away' fixtures have appropriate transport and that all 'home' games have first aid cover. These should be organised in a timely manner with adequate notice for the external agencies involved.
- Actively promote all RAUSU sporting events and ensure the results of all sporting events are relayed to the student body and externally via the RAUSU website and other social media channels.
- Encourage all RAU students to either participate in sport at the RAU or to support those taking part.
- Provide student representation on RAU committees as required.

Please note that students who have been dealt with in accordance with the RAU Disciplinary Procedure are not eligible to stand for any elected position.