

Societies and Sports Executive – Sports Executive Role Descriptions

Active Campus Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Active Campus Officer is a role that aims to feedback ways in which the active campus programme can be improved, and get more students and clubs involved in it.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Encouraging students and committees to get involved with the active campus programme
- Advising and supporting committee members on how to get involved in the active campus programme
- Bringing forward queries and ideas regarding the active campus programme
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Sports Campaign and Fundraising Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Sports Campaign and Fundraising Officer is the port of call for clubs looking to run a campaign and/or fundraise. The Sports Campaign and Fundraising officer should encourage clubs to campaign and fundraise both independently and communally on joint club-led fundraisers and campaigns.

The Sports Campaign and Fundraising Officer should also encourage clubs to partake in Students' Union and UEA Sport campaigns, such as This Girl Can and Eradicate Hate.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Supporting clubs that want to or are currently fundraising or running a campaign
- Communicating with clubs to bring societies together so they can network and put on joint fundraisers and campaigns
- Encouraging clubs to put on fundraisers and campaigns
- Bringing forward queries and ideas regarding fundraising and campaigning to help make positive change

- Following and upholding Students' Union and UEA Sport guidelines and protocols, particularly in regard to fundraising policies
- Attending regular meetings (during semester time only)

This position is voluntary.

Sports Publicity Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Sports Publicity Officer is a role that aims to raise the profile of clubs, encourage students to join clubs and bring ideas about how we can encourage engagement within clubs.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Supporting clubs that are trying to publicize themselves or are looking for ways to bring in more members
- Being passionate about clubs and engaging with students about the benefits of joining a club
- Bringing forward queries and ideas regarding publicity to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols, particularly in regards to publicity, press and marketing policies
- Attending regular meetings (during semester time only)

This position is voluntary.

Welfare in Sports Officer

Anyone can run for this position. You do not need to be a committee member to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Welfare in Sports Officer champions welfare within clubs and committees. This role aims to identify areas within clubs and committees that are detrimental on individual's welfare and work with the SU and Sports Executive to improve upon this. The Welfare in Sports Officer encourages clubs to prioritise their welfare.

Please note, this role is not required to offer personal advice on welfare issues such as an individual's ill mental health. Advice on issues such as ill mental health should only be issued by professionals.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Supporting clubs in prioritising welfare within their community

- Bringing forward queries and ideas regarding welfare within clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Colney Lane Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Colney Lane representative represents the interests of clubs in the Colney Lane category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Dance and Gymnastics Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Dance and Gymnastics representative represents the interests of clubs in the Dance and Gymnastics category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

External Sports Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The External Sports representative represents the interests of clubs in the External Sports category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Indoor Sports Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Indoor Sports Park representative represents the interests of clubs in the Indoor Sports Park category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Martial Arts Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Martial Arts representative represents the interests of clubs in the Martial Arts category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding

- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Outdoor Sports Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Outdoor Sports Park representative represents the interests of clubs in the Outdoor Sports Park category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Social Sports Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Sports Social representative represents the interests of social sports players at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.

Water Sports Representative

Only members of Club Committees are eligible to run for this position.

The Sports Executive subcommittee is designed to be a form of student consultation and representation. The Water Sports representative represents the interests of clubs in the Water Sports category at Sports Executive.

Responsibilities in this position include:

- Approving the distribution of grant funding
- Communicating with your category of clubs and helping to bring clubs together so they can network and put on joint events
- Bringing forward queries and ideas from within your category of clubs to help make positive change
- Following and upholding Students' Union and UEA Sport guidelines and protocols
- Attending regular meetings (during semester time only)

This position is voluntary.