

## **Activities and Development Officer (2017 – 2018) Full-time position**

### **What does the role involve?**

As Activities and Development Officer, you will be one of LSESU's four full-time, paid Sabbatical Officers. The Sabbatical Officers represent all students at LSE and lead on major campaigns, strategic developments, projects and events.

Specifically, you will be responsible for the development of LSESU sports clubs and societies; the student Media Group; volunteering programmes; and events and exhibitions. You will organise events such as the Freshers' Fair, Varsity, the Welcome Ball and the AU Tour.

You will work closely with the RAG President and the AU President on their campaigns and projects.

You will also chair the Activities Committee and sit on School decision-making bodies, including the Finance Committee.

All Sabbatical Officers are also members of the Trustee Board, which has the ultimate legal and financial responsibility for the Students' Union, and the Executive Committee which is responsible for defending the rights of student members and campaigning on issues affecting them.

### **Who can nominate themselves for this position?**

Any student. You do not need to be graduating this year, as the School allows you to take a year out of your course.

You need to be passionate about making a difference to the student experience at LSE, and about improving both the School and your Students' Union. Having previous experience leading a society, a student group or a campaign is really helpful, but the most important thing is that you have the ideas and desire to make a change!

As the role involves being a member of the Trustee Board, you cannot have been convicted of an offence involving deception or dishonesty (unless the conviction is spent), and you cannot have a history of bankruptcy.

### **Time commitment**

You will hold the post from the start of July 2016 until the end of June 2017. Before this date, it is likely that you will work with current officers on some projects, and you will go through a period of handover shortly before the post begins.

Hours are full-time, but flexible. You will also have to work outside of these hours from time to time, meeting students, attending events or conferences.

### **How you will do it:**

- Spend a lot of time talking to students
- Work closely with the other elected officers and with LSESU staff to implement your priorities
- Develop and sustain a good working relationship with School staff
- Lead and develop campaigns and projects
- Attend Executive and Trustee Board meetings
- Sit on School committees

### **Training and support:**

LSESU staff will support you in your role and you will receive:

- Ongoing job-specific training throughout the year
- Individual training to suit your needs

- Opportunities to attend conferences and external training days

**Benefits:**

- Salary – £28,800
- 25 days holiday + Christmas and bank holidays
- Free gym membership
- Looks great on your CV
- Develop your communication, organisational and leadership skills
- Take action on something you're passionate about
- Make a long lasting impact on student life at LSE