

Activities and Development Officer



Full-time, 1-year fixed term contract | Paid role

July 2019 to June 2020

Are you ambitious? Looking for a new challenge? Want to lead activities at LSE?

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, and volunteering programmes. 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 LSE decision-making bodies.

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

Previous Activities and Development Officers have created society democratic structures, reshaped the committee structure for all clubs and societies and developed the sports performance programme.

Responsibilities:	How you'll do it:
<ul style="list-style-type: none">• Sit at the top of activities committee and sit in the au committee to decide funding grants etc.• Help design and deliver committee training• Deliver on own projects related to student activities• Support the delivery of sports programmes such as varsity, tour and sports performance programme• Provide students with frequent updates through multiple methods including end of term reports	<ul style="list-style-type: none">• Spend a lot of time talking to students• Work closely with the other elected officers and with LSESU staff to implement your priorities• You'll establish great working relationships with LSE staff• Lead and develop campaigns and projects• Attend Executive and Trustee Board meetings• Sit on LSE committees• Work with the relevant LSESU staff teams to support your communications• LSESU staff will brief you to ensure you are well informed before meetings
Training and support:	Benefits:
<p>LSESU staff members are here to support you throughout your time in your role. The organisation has an annual full-time officer training budget to ensure you develop transferrable skills throughout your time working with us.</p> <ul style="list-style-type: none">• Project management• Negotiation skills• Individual training to suit your needs• Opportunities to attend conferences and external training• Successful chairing skills• Public speaking• Budgeting skills	<ul style="list-style-type: none">• Salary is recalculated every year based on London living wage and LSE students' average graduate salary• 25 days holiday per year, plus Christmas and bank holidays• Free gym membership• Develop your communication, organisational and leadership skills• Act on something you're passionate about• Make a long-lasting impact on student life at LSE• Looks great on your CV <p>Please note: Any student can apply for this role. However, 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.</p>

Time commitment:	Any questions?
<p>Hours are full-time but flexible. From time to time you will also have to work outside of these hours, meeting students, attending events or conferences.</p>	<p>Email Rhodri Roberts, Engagement Co-ordinator, at r.roberts3@lse.ac.uk or the current Activities and Development Officer at su.activitiesdevelopment@lse.ac.uk.</p>