



## British Universities & Colleges Sport

Netball Sport Advisory Group

### BUCS EVENT MANAGER REPRESENTATIVE – ROLE DESCRIPTION

<b>Organisation</b>	British Universities & Colleges Sport (BUCS)
<b>Title</b>	Event Manager – Netball SAG
<b>Remuneration</b>	Voluntary Role (reasonable expenses covered*)
<b>Reports To</b>	Netball SAG Chair and BUCS National Competitions Manager
<b>Commitment</b>	Approximately 6- 8 days per year
<b>Term of Office</b>	Reviewed annually.

*\*For the remainder of the 2021-22 season all meetings will be virtual. This will be reviewed prior to the 2022-23 season.*

#### ROLE PURPOSE

BUCS is looking to recruit a passionate and driven individual, with experience delivering sporting events/competitions, to act as Event Manager for the Netball Sport Advisory Group (SAG). The Event Manager will work alongside BUCS to deliver the National Championship and National Trophy Finals at BUCS Big Wednesday (BBW) each season. This role will present the voice and opinions of participants who reach BBW, and act as an ambassador for the BUCS Netball programme.

#### MAIN DUTIES AND RESPONSIBILITIES

- Work with the BUCS Event Lead for Netball to ensure the Finals are delivered to a high standard each season.
- Establish relationships between BUCS, BBW host institutions and BUCS member institutions.
- Advise the BUCS Sport Advisory Group (SAG) on all matters relating to the delivery of BUCS Netball Finals.
- Help develop a strategic annual delivery plan encompassing participant feedback as one element of the plan.
- Act as an ambassador for BUCS and the sport programme.
- Attend all relevant SAG meetings and provide any updates on actions from previous meetings.

#### KEY RELATIONSHIPS

SAG Chair, BUCS National Competitions Manager, BUCS Event Lead (BBW), Home Nation Governing Bodies, SAG members, BUCS member institutions, other external partners as appropriate.

## APPLICATION

Please detail in your application any experience you have in the following area's;

Delivering sporting events/competitions, University Netball, BUCS, NGB space, Coaching, Umpiring, Sports Union, Volunteering, Participation, or any other Netball or committee/ board experience.

This list is not exhaustive, just offered as a guide to help applications.

**Closing date for applications: 23:59 on Monday 21 February**

## Person Specification

**Role:** Student Representative Netball Sport Advisory Group

Requirements	Essential/ Desirable
<b>Experience/ Knowledge</b>	
Experience delivering sporting events/ competitions	<b>E</b>
Extensive sport specific knowledge	<b>E</b>
Establishing stakeholder relationships	<b>E</b>
Working within voluntary committees	<b>D</b>
Understanding of developments within the wider sporting landscape	<b>D</b>
Understanding of HE sporting landscape	<b>D</b>
<b>Skills &amp; Abilities</b>	
Proven advocacy capability	<b>D</b>
Excellent communication skills	<b>E</b>
Ability to motivate a team	<b>D</b>
Ability to think and act creatively	<b>E</b>

Time Commitment	
Approximately 4/5 SAG meetings per year	4-5 days
Attendance at key sport specific events (including BBW)	1-3 days