

## SPORTS UNION PARTICIPATION OFFICER – JOB DESCRIPTION

This document should provide information on the volunteer role of SU Participation Officer.  
If you have any queries with regards to this position please e-mail [Sports.President@ed.ac.uk](mailto:Sports.President@ed.ac.uk).

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**Role Title:** Sports Union Participation Officer

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**Responsible to:** Sports Union President  
Sports Union Executive Committee  
Sports Union Membership

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**Requirements to run:** Must be a matriculated student of the University at the time of election and during time in role

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**Recommended skills / experience:** Experience of growing participation within a SU club  
An interest in promoting recreational sport  
Experience of promoting and hosting sport events  
An awareness of Sports Union structure and organisation.  
Strong communication, organisational, and planning skills.  
Pro-active, and enthusiastic, individual who has the ability to work unsupervised and as part of a team.  
Must be committed, and able to contribute time and effort to the role.  
Dedication to the improvement of the University's sporting offer.

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**Key responsibilities:** Organise the activities of the International Sports Club  
Support clubs in hosting recreational sessions  
Work with the Active Lives team to grow participation projects  
Deliver participation-focussed events through the academic year

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**Time commitment:** 6-8 hours per academic week.  
Be able to attend various Sports Union meetings throughout the year.

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