

SPONSORSHIP OFFICER

The Sports Union Sponsorship Officer works closely with the Sports Coordinators having heavy involvement in securing sponsorship deals. This is an opportunity to learn a great deal about and gain competence in attracting new, and upholding and servicing current sponsorship deals.

The role suits someone with a little imagination and an ability to work with a wide-range of individuals and organisations, building good working relationships across the board.

The officer will attend the Executive Committee meetings and also sit on the Finance Committee, working toward the improvement of the University's sporting offer and delivery of its policy.

Essential	Desirable
Experience	
<ul style="list-style-type: none"> • Experience of attracting sponsorship for Club 	<ul style="list-style-type: none"> • Experience of servicing sponsorship contracts, and retaining and growing relationships with sponsors
<ul style="list-style-type: none"> • Shall have awareness of Sports Union structure and organisation 	
<ul style="list-style-type: none"> • Experience of, and enthusiasm for, a wide range of Sports 	
<ul style="list-style-type: none"> • Dedication to the improvement of the University' sporting offer and its delivery 	
Skills and Attributes	
<ul style="list-style-type: none"> • The ability to contribute to Sports Union policy • A strong and pro-active individual, with the ability to work unsupervised 	<ul style="list-style-type: none"> • Deliberate, thorough, persuasive and imaginative, with adequate time-management skills, and able to create a good first impression
<ul style="list-style-type: none"> • Excellent communication (with a high standard of spoken and written English), organisational and planning skills – must be able to according to deadlines 	<ul style="list-style-type: none"> • Ability with word processing and graphics / publishing packages to create a good impression in any external documentation
<ul style="list-style-type: none"> • Must be highly committed, with a strong personality, and able to contribute time and effort to the role 	<ul style="list-style-type: none"> • Ability to 'sell' the Sports Union and its work to a number of contacts
<ul style="list-style-type: none"> • Must be able to work closely with SU Sports Co-ordinators and Publicity Officer in order to service any Sponsorship contracts 	
Time Commitment	
<ul style="list-style-type: none"> • Should be committed, contributing significant, self-directed, time and effort to the role 	
<ul style="list-style-type: none"> • Must be able to attend Sports Union Executive (one evening Monthly) and Finance Meetings (Fortnightly evenings), as well as other commitments as and when they arise 	Availability during the summer months to attend meetings and other commitments in Edinburgh
<ul style="list-style-type: none"> • Should be able to contribute up to 4 hrs / week to the role, or more as required, working closely with Sports Union staff and President. 	
Responsibilities	
<ul style="list-style-type: none"> • Overall responsibility for the Sponsorship of the Sports Union, including both the attraction of new, and the upholding and servicing of current, sponsorship deals 	

<ul style="list-style-type: none"> • May be invited to sit on other working planning groups, and should contribute to SU Strategic Planning / Development groups with respect to development of Sponsorship 	
<ul style="list-style-type: none"> • Work in partnership with the Vice President and Events Officer to ensure SU Events (particularly Ball, Blue's and Colours & President's Dinner) are marketed to potential sponsors. 	
<ul style="list-style-type: none"> • Work with EUSU Clubs on the attraction of new and the upholding and servicing of current sponsorship deals. 	