

BRITISH UNIVERSITIES & COLLEGES SPORT

ORIENTEERING EVENT MANAGEMENT GROUP – PARA REPRESENTATIVE, PARTICIPATION REPRESENTATIVE AND STUDENT REPRESENTATIVE

Organisation	British Universities & Colleges Sport (BUCS)
Title	EMG Representative
Remuneration	Voluntary Role
Commitment	Approximately 2-4 days per year
Term of Office	Reviewed annually

ROLE PURPOSE

Purpose and Overview

BUCS is seeking to recruit enthusiastic and motivated people to join the Orienteering Event Management Group (EMG) within the BUCS Events Programme:

Event Management Groups support the planning, delivery and review of the BUCS events programme and continuously evaluate the delivery of its sport programme, in particular the BUCS events. The groups support the partnerships between BUCS and NGBs (where appropriate), and other key stakeholders involved in the delivery of the events. In addition, the groups may advise the BUCS executive to resolve sport-specific queries and will provide a forum for the facilitation of the views of member institutions, student-athletes and NGBs.

The roles within the groups are flexible depending on the requirements of the group. It is expected that each group will have a Chair and a Tournament Director as a minimum. In most cases the Tournament Director is already appointed, please contact the event lead below if you have any questions.

Chair (already appointed)	Arrange and facilitate approximately two meetings a year. Provide and follow up on key actions from each meeting.
Tournament Director (already appointed)	Responsible for overseeing the sport competition, in regard to technical regulations, scheduling and programming of the event

Other roles may include:

Vice Chair (already appointed)	Provide support for the Chair and wider EMG. Provide sport-specific knowledge and advise relating to the BUCS Orienteering Programme
Performance Sport Representative	Advise on all matters relating to the performance pathway of the sport Advise BUCS on the most appropriate structures for high performance athletes University representative advised for this role

National Governing Body Representative (already appointed)	<p>Advise on planned dates for NGB events to avoid clashes</p> <p>Provide recommendations on the format of events and hosting of events</p> <p>Advise on significant changes with the NGB pathways that would affect the running of BUCS Events</p> <p>Provide technical advice where appropriate</p> <p>Act as the key representative between BUCS and the NGB</p>
Para Representative	<p>Advise on our para offering within the sport, including but not exclusive to:</p> <ul style="list-style-type: none"> - Provide guidance and technical advice for para-athletes within the sport - Advise on the integration of para categories into existing events
Student Representative(s)	<p>Establish relationships between BUCS and student-athletes within member institutions</p> <p>Advise on all matters relating to the student perspective of the sport</p> <p>Help review annual student feedback</p>
Participation Representative	<p>Looking at under representative groups within the sport and the current offering, including but not exclusively, disability sport.</p> <ul style="list-style-type: none"> - Represent the views and voices of disabled athletes within member institutions - Provide guidance and technical advice for disabled athletes within the sport - Advise on the integration of disability categories into existing events - Provide links with other key disability sport organisations and personnel where required <p>Provide advice, guidance & support on equality, diversity and inclusion issues</p> <p>University representative advised for this role</p>

KEY RELATIONSHIPS

BUCS Event Lead, Home Nation Governing Bodies, EMG members, BUCS member institutions, other external partners as appropriate.

APPLICATION

To apply, please submit a cover letter (no more than one side of A4) detailing:

- Why you want to be part of the BUCS Orienteering EMG in the following roles: Para-Representative, Participation Representative, Student Representative
- The experience you have in the following areas (This list is not exhaustive, just offered as a guide to help applications):
 - o University sport, BUCS, NGBs, coaching, sports unions, volunteering, participation, or any other committee/ board experience.

Closing date for applications: 17:00 Friday 24th October 2025

QUERIES

If you would like to find out more about any role, please contact joe.oloughlin@bucs.org.uk

Person Specification

Requirements	Essential/ Desirable
Experience/ Knowledge	
Current or past staff member at a BUCS member institution or at the relevant NGB (except in the case of the student rep position)	D
Good sport specific knowledge	E
Past experience or working within volunteer groups	D
An understanding of developments within the wider sporting landscape	D
An understanding of HE sporting landscape	D
Skills & Abilities	
Excellent communication skills	E
Ability to motivate a team	E
Ability to think and act creatively	E

TIME COMMITMENT

- Approximately 2 EMG meetings per year