

### LUSL Management Group 2021-22 ROLE DESCRIPTION

<b>Organisation</b>	<b>British Universities and Colleges Sport (BUCS)</b>
<b>Group</b>	<b>LUSL Management Group</b>
<b>Role</b>	<b>Student Representative – Event Management</b>
<b>Remuneration</b>	<b>Voluntary Role</b>
<b>Time Commitment</b>	<b>Approximately 3 Hours per week</b>
<b>Term of Office</b>	<b>August 2021- August 2022</b>

LUSL is looking to recruit an enthusiastic and motivated individual who is currently studying at a LUSL Member Institution to act as Student Representative for the London University Sports League Management Group. The Student Representative will present the voice and opinions of student-athletes, and act as an ambassador for the LUSL programme. To be eligible to apply candidates must be a student or sabbatical officer at a LUSL member institution.

#### Role Purpose

The LUSL Student Representative – Event Management role is to serve as a member of the LUSL Management Group representing the views of the students within the London Region. It allows students a formal role in improving and assuring the quality of the LUSL Programme whilst gaining valuable experience within the sports Sector. Additionally, this role has a primary focus on Event Management where you will assist and lead on the running of the LUSL event programme. The role will provide you with insight and experience in the planning, delivery and review of the LUSL events programme by taking on the event manager role.

#### Main Duties and Responsibilities

- Attend LUSL Management Group meetings (held quarterly, and additionally as required, during the year)
- Represent the views of students on the LUSL Management Group
- Contribute to the strategic direction of LUSL, including representing LUSL in an official capacity amongst the London Region, wider BUCS membership and within the sector as a whole.
- Help the LUSL Management Group fulfil its annual objectives, with a specific focus on Event Management e.g. working with the BUCS office to organise logistical aspects of events such as production of event documents, liaising with suppliers, recruiting volunteers etc.
- Support the organisation of the LUSL events such as Cup Finals, Futsal, Swimming and other events.
- Help to and actively promote LUSL within the London Region
- Communication to students, team captains, sabbatical officers and other relevant groups

#### Rewards and benefits

- Opportunity to shape the London Universities Sport Leagues in the best interest of students
- Experience of sitting on a management group for a charity, membership organisation and national governing body
- Insights into event management, sport development, and competition administration
- Opportunity to lead, assist and contribute to event planning, organisation and delivery for a sports organisation
- Relationships with professionals in the sport and university sectors including a mentor from within the industry
- A written professional reference on completion of the term (on request)
- A LUSL polo for representational duties
- Travel expenses to meetings and other events that the role may require are fully covered

For more information, please contact the LUSL coordinator at [lusl@bucs.org.uk](mailto:lusl@bucs.org.uk)