

This opportunity profile is designed to give you an idea of what your Executive Committee position will involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: Media Marketing

Department: Media (Supported by Marketing)

Duties and Responsibilities:

- a. Is responsible for advertising the various outputs of affiliated groups to the student body;
- b. Works with the Media Treasurer to advertise the services offered by Media to the student body, the University and the general public;
- c. Works with the Media Secretary to advertise Media Membership to the student body;

Time Commitment:

3-4 hours a week

Plus attendance at Media Exec meetings and GMs.

Venue: URB, CTV and bathimpact, marketing office and across campus.

Responsible to: Media Officer & SU President

Members of SU Staff:

SU President (supresident@bath.ac.uk)

- Represents students in Media
- Provides advice and support for all students in Media
- Gives strategy and development to Media and the areas within it.

Helen Freeman Marketing Manager
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- Oversees the area as a whole
- Deals with Risk Assessments for big events
- In charge of all the Health and Safety for society events and activities
- Setting up elections
- Retrieving results for online elections
- All administration duties

Main Tasks:

- Overseeing the marketing produced for Media
- Raising the profile of media and increasing Media Members.

Training and Support:

- Handover training with the previous Media Marketing student
- Committee training via skills training

Useful Requirements:

- Participation in previous Media groups, events and activities
- Knowledge of role, SU Policies and how the SU and Executive Committee works
- Good Networking skills
- Organisation, Enthusiasm and Ideas
- Good inter-personal skills
- Creativity

Skills Gained: Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)

Written Communication	✓	Teamwork	✓	Financial Management	
Verbal Communication	✓	Time Management	✓	I.T.	✓
Delegation	✓	People Management	✓	Organisation/ Planning	✓
Decision Making	✓	Negotiation	✓	Marketing	✓

For further info contact:

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SUPresident@bath.ac.uk

Website:

www.bathstudent.com/media