

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:** bathimpact Editor-in-Chief

**Department:** Media (Supported by Marketing)

**Duties and Responsibilities:**

- a. The Editor-in-Chief has overall responsibility for the content, production and strategic direction of the newspaper.
- b. The Editor-in-Chief is the chair of the media group and of meetings of the Committee.
- c. In the event of a tied vote, the Editor-in-Chief has the casting vote.
- d. The Editor-in-Chief is responsible for ensuring that bathimpact fulfils its obligations under the Media Constitution, including attending Media Executive meetings.
- e. The Editor-in-Chief has the responsibility of producing a page plan by the Monday of production week.
- f. The Editor-in-Chief is responsible for liaising with SU Marketing to ensure that advertising space is properly allocated.
- g. The Editor-in-Chief is a financial signatory.

**Time Commitment:**

**xxx**

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 (h.freeman@bath.ac.uk)

- 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:**

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**Training and Support:**

- Handover training with the previous bathimpact Editor
- 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:**

SU President  
[SUPresident@bath.ac.uk](mailto:SUPresident@bath.ac.uk)

**Website:**

[www.bathstudent.com/media](http://www.bathstudent.com/media)