

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

Role: Treasurer/Financial Officer Bath Entrepreneurs

Department: Student Enterprise, Students' Union Development

Duties and Responsibilities:

- Responsible for all BE finances
- Ensure BE correctly allocates its budget and maintains a constant revenue stream whilst complying with the relevant SU regulations
- Constantly considering and experimenting new ways for the group to grow its revenue streams

All committee members will be required to:

- Support promotional activities: Fresher's Week, Refresh Week
- Attend committee meetings and socials

Time Commitment: Minimum 3 hours per week, but needs to be flexible

Venue: Virgil Building, 18 Manvers Street

Responsible to: Bath Entrepreneurs Committee
SU Activities Officer, Student Development Support, Student Development Manager

Benefits:

- Drive change and grow the BE community
- Enhance your CV and employability
- Network with businesses and entrepreneurs
- Opportunity to experiment with online and offline marketing strategies
- Take part in a variety of BE events

Opportunity:

- Develop financial and organisational skills
- Ensure budgets are adhered too
- Gain experience working in Finance

Training and support:

- Support from Student Enterprise Coordinator
- Various training from Skills Training
- Specific role training available

Useful previous experience:

The student must have ambition, drive and enthusiasm to contribute to the development of Bath Entrepreneurs.

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

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

Others (as specified below):

For further info contact:

Catalina Amihaiesi, Student Enterprise Coordinator
su-enterprise@bath.ac.uk

Website:

<https://www.thesubath.com/bath-entrepreneurs/>