

### Basketball Communications Officer Role Description

Role Title:	Basketball Communications Officer
Responsible to:	Chair, Scottish Student Basketball
Where (Location):	Various
Time commitment:	<p>Minimum 3-4 meetings per year with further opportunities outside of meetings</p> <p>The minimum duration of the role is 1 year, however there is scope to stand for a longer or shorter period at the discretion of SSS. Following the 1 year mark there may be another opportunity to stand for this, or another, role on the development group at the agreement of all parties.</p>
Role description:	<p>The Basketball Development Group has been established to guide the work of SSS in Basketball.</p> <p>As the Communications Officer you will be responsible for organising and guiding the group's efforts to publicise itself and its activities.</p> <p>You will be responsible for ensuring communication channels between the Development Group and clubs is appropriate and regular.</p> <p>Support the promotion of individual club activities through the Scottish Student Basketball channels.</p> <p>Work with the SSS Communications Coordinator on wider promotion.</p> <p>As a member, you will work with the rest of the group to create and deliver a development plan across a range of areas including competition, workforce, club development, and publicity.</p> <p>You will help to set policy for basketball and may be asked to lead on any specific projects being delivered at the time.</p> <p>Overall, you will represent the interests of all member institutions and student clubs to improve basketball for students in Scotland.</p>
Main tasks:	<ul style="list-style-type: none"> <li>• Creation of appropriate platforms to engage with students</li> <li>• Responsible for Scottish Student Basketball social media channels</li> <li>• Regularly update social media channels</li> <li>• Contribute to generation of basketball Sport Action Plan</li> <li>• Work within group to identify key areas of work for coming year</li> <li>• Drive specific outcomes as agreed by Chair and Development Group</li> </ul>

	<ul style="list-style-type: none"> <li>• Gather feedback from student clubs and member institutions on Development Group areas of work</li> <li>• Develop sport specific policy to improve student experience across all relevant areas of SSS work</li> </ul>
Required skills, qualities and experience	<ul style="list-style-type: none"> <li>• Experience of using social media to promote a club/organisation</li> <li>• Empathy for the needs of student clubs</li> <li>• Proactive, can do attitude</li> <li>• Experience of student basketball in Scotland</li> <li>• Knowledge of basketball landscape in Scotland</li> <li>• Ability to effectively communicate with a range of stakeholders</li> </ul>
Training and support available:	<ul style="list-style-type: none"> <li>• Any relevant CPD courses/experience as identified by Chair and SSS Staff lead</li> <li>• Named staff member within SSS</li> </ul>
Recruitment process:	Application is by CV and cover letter, sent to SSS Staff Lead <a href="mailto:eilidh@scottishstudentsport.com">eilidh@scottishstudentsport.com</a>
Date role created:	26 <sup>th</sup> June 2023