

Scottish Student Ultimate Vice Chair Role Description

Role Title:	Scottish Student Ultimate Vice Chair
Responsible to:	Scottish Student Ultimate Chair and Head of Competitions
Where (Location):	Various, mostly within Scotland
Time commitment:	Variable, 10-15 hours per month, with preferred attendance at 4-5 full day tournaments
Role duration:	Minimum one year – until 30 th June 2025. Opportunity to take on the Chair should they step down from the role
Role description:	<p>Scottish Student Sport (SSS), the organisation for student sport in Scotland, is seeking an energetic and committed individual to act as one of the lead volunteers within Scottish Student Ultimate.</p> <p>The selected individual will be a key figure in the drive towards improving and strengthening student ultimate within Scotland’s University and College network, whilst helping the Scottish Student Ultimate Chair to provide the Scottish student perspective in UKU University Committee project work.</p> <p>The Vice-Chair will work with SSS and UKU staff to participate in strategic planning, communicate with student participants, support event volunteers and improve both NGB engagement & club development.</p>
Main tasks:	<p>Programme Management</p> <ul style="list-style-type: none"> ● Help the Chair coordinate a meeting for all student ultimate club captains at the start and end of the year to communicate plans and hear feedback ● Take Minutes from all meetings held during the year ● Promote student ultimate competitions and opportunities to clubs, plus results and wider activity – opportunity to develop social media presence for the sport <p>Develop the sport</p> <ul style="list-style-type: none"> ● Help develop and manage SS Ultimate Development Plan ● Seek to increase participation by fostering relationships between teams – including local non-university clubs ● Support development of SS Ultimate calendar, in conjunction with Events Coordinator and UKU – especially scheduling of UKU University Regional competitions in Scotland. ● Other tasks as identified by SS Ultimate Development Plan <p>Assist league delivery</p> <ul style="list-style-type: none"> ● Help support the delivery of the BUCS Centralised Ultimate League Fixtures <p>Support event delivery</p> <ul style="list-style-type: none"> ● Opportunity to attend the Championship events organised in Scotland by UKU – especially if Chair can’t make it

	<ul style="list-style-type: none"> ● Assist with SSS medal and branding logistics for each Championship ● Help ensure SSS has results and participant data from each Championship <p>UKU University Committee</p> <ul style="list-style-type: none"> ● Represent Scotland on the UKU University Committee, providing the overall SS Ultimate club perspective in decision-making, should SSU chair not be able to make it
Required skills, qualities and experience	<ul style="list-style-type: none"> ● Proactive, can do attitude ● Experience of student ultimate in Scotland ● Knowledge of ultimate landscape in Scotland ● Ability to effectively communicate with a range of stakeholders
Desirable (but not essential) Attributes	<ul style="list-style-type: none"> ● Experience in event management ● Driving licence ● Coaching or Officiating qualification
Training and support available:	<ul style="list-style-type: none"> ● Any relevant CPD courses/experience as identified by Chair and Head of Competitions ● Named staff member within SSS ● Support from UKU University Coordinator and UKU staff
Recruitment process:	<p>Please send a CV and cover letter to eilidhgibson@scottishstudentsport.com by midnight Sunday 25th August 2024. Selected applicants will then undergo an informal interview process. This will be communicated to applicants via email after the closing date.</p>