**ROLE TITLE:** Communications Officer

**REPORTING TO:** York Sport President

**AREA:** Heslington West

**DAY:** Flexible

**SUGGESTED TIME:** Maximum 6 hours per week (term time only)

**ROLE SUMMARY:** To contribute to the development of the York Sport Union by providing effective communication to members and providing regular updates and information on upcoming student opportunities.

**KEY TASKS:**

* Manage the York Sport Union social media accounts, alongside the Sport President, communicating regularly with followers
* Work alongside the YUSU Marketing Coordinator to create and implement communications plans for York Sport Union events i.e. Roses and College Varsity
* Manage the weekly communication of sports content, including BUCS Wednesday fixtures and any other fixtures or tournaments.
* Liaise with student media to increase the coverage of a wide range of sports clubs at York
* Act as a point of contact for clubs, providing support and advice where possible
* Attend weekly York Sport Committee meetings

**SKILLS DESIRED:**

* Interest / knowledge of sport
* Enthusiastic and motivated approach towards YUSU Student Opportunities
* Time available to dedicate towards the position
* Excellent communication and organisation skills
* Ability to work in a team and independently

**BENEFITS:**

* Opportunity to be part of a yearlong, purposeful work experience opportunity
* Personal Development mentoring
* Project management experience
* Great way of making new friends