

## Bath Erasmus and Exchange Network (BEN) Events & Campaigns Rep

Role:       Department:         Bath Erasmus (BEN) Events & Campaigns Rep       Advice & Support Centre         Description:       The Events & Campaigns Representative is responsible for organising and co-ordinating social, networking, training and any other events and activities for BEN members, and developing collaborations with appropriate groups.         Duties and Responsibilities:       Time Commitment:         • Attend BEN Committee meetings.       Fine Commitment:         • Attend BEN Committee and ensure full support for and feasibility of events.       • EIN Committee meeting every month – 1 hour plus preparation.         • Co-ordinate events for BEN (including campaign events).       • Develop relations with other Students' Union departments, societies and groups and develop collaborative events.         • Maintain and promote a list of any events (including externally organised ones) of interest and relevance to BEN members through the BEN Publicity Representative.       Venue:         • Positively promote the aims and objectives of BEN.       Supported by:       • Advice & Community Manager         • Develop collaborations with appropriate groups.       Develop transferable skills of leadership, communication and planning through training and experience.       Training:         • Organisational skills.       • Democracy.       • Running events.         • Develop ransiderable skills of leadership, communication and planning through training and experience.       • General Admin.         • Drevious experience:       • Org								
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Decision making				nt	· ·	Interneting		

## For further information contact:

The SU Community Officer, <u>sucommunity@bath.ac.uk</u>, 01225 384223