

# University of Bath Students' Union Rag



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:**  
Rag Bath to Bruges Manager

**Department:**  
Rag, Volunteer Office

- Duties and Responsibilities:**
- To make key decisions as to the management of the event;
  - Recruit a team to support in organising the event
  - Along with the Rag Events Officers, to be the main point of contact for BUSU, University and external organisations;
  - To set a timeline for the event and set week by week planning goals;
  - To work with the Rag Treasurer in approving the budget;
  - To ensure the event is publicised and participants are recruited.
  - To run interest meetings and briefing sessions for participants;
  - To ensure participants receive support in fundraising, organising training or group fundraising events as needed
  - To ensure training opportunities are provided
  - To comply with health and safety policies

**Time Commitment:**  
5-8 hours per week

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**Venue:** Rag Office/Various

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**Responsible to:** Rag Events Officer, Volunteer Support Worker

- Opportunity:**
- Management of large scale event

- Benefits:**
- Acquisition of graduate skills, such as organisation, leadership and time management.
  - Chance to make a difference in local community
  - Meeting lots of like-minded individuals

- Useful previous experience/skills needed:**
- Management/Leadership
  - Event Management

- Training and Support:**
- Administrative support from the Volunteer Office
  - Management support from BUSU's Events Committee
  - Training sessions through BUSU

**Skills Gained:** Participating in this opportunity will enable you to develop and practise the following skills (marked )

Teamwork*	X	Delegation	X	Financial Management	X
Verbal Communication*	X	Negotiation	X	I.T.	X
Written Communication*	X	People Management	X	Organisation/ Planning	X
Leadership*	X	Time Management	X	Creativity	X
Commercial Awareness*		Marketing	X	Initiative	X
Problem Solving*	X	Decision Making	X	Public Speaking	X

\*Skills required for The Bath Award