

Scottish Student Judo Communications Officer Description

Role Title:	Scottish Student Judo Communications Officer
Responsible to:	Judo Chair
Where (Location):	Various
Time Commitment:	Minimum 3-4 meetings per year with attendance at 1-3 SS Judo competitions
Role Duration:	Minimum one year – until 30 th June 2023
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 Judo.</p> <p>As the Communications Officer your main responsibility will be to support the SS Judo Chair and SSS by publicising the sport and its activity (e.g. posting on social media channels).</p> <p>Your other responsibilities are taking minutes from the SS Judo Meetings, ensuring regular communication between the Chairs and clubs, promotion of club activities via the SS Judo channels, promotion of Scottish Judo material and working with the SSS Communications Coordinator on the overall promotion of Judo.</p> <p>Furthermore, as part of the SS Judo Development Group, you will work with the rest of the group to create and deliver a development plan across a range of areas beyond publicity including: competition, workforce, club development and inclusion.</p> <p>You will help to set policy for SS Judo 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 Judo for students in Scotland.</p>
Main tasks:	<ul style="list-style-type: none"> • Responsible for Scottish Student Judo social media channels • Regularly update social media channels • Promote great work happening in Scottish Student Judo clubs • Work within group to identify key areas of work for coming year • Drive specific outcomes as agreed by Chair and SS Judo Development Group • Gather feedback from student clubs and member institutions on SS Judo Development Group areas of work • Take minutes from SS Judo meetings • Develop sport specific policy to improve student experience across all relevant areas of SSS work

Required skills, qualities and experience	<ul style="list-style-type: none"> • Experience of using social media to promote a club/organisation • Empathy for the needs of student clubs • Proactive, can do attitude • Experience of student Judo in Scotland • Knowledge of Judo landscape in Scotland • Ability to effectively communicate with a range of stakeholders
Desirable skills, qualities and experience	<ul style="list-style-type: none"> • Photography experience • Videography experience • Access to camera
Training and support available:	<ul style="list-style-type: none"> • Any relevant CPD courses/experience as identified by Chair and SSS Staff member. • SSS staff will support in all aspects