

SPORTS UNION INTRAMURAL COORDINATOR – JOB DESCRIPTION

This document should provide information on the volunteer role of Sports Union Intramural Coordinator.
If you have any queries with regards to this position please e-mail Sports.President@ed.ac.uk.

Role Title: Sports Union Intramural Coordinator

Responsible to: Sports Union President
Sports Union Executive Committee
Sports Union Membership

Requirements to run: Must be a matriculated student of the University at the time of election and during time in role.

Recommended skills / experience: A good understanding of the benefits of Intramural sport, and a clear desire to facilitate its running.
An awareness of Sports Union structure and organisation.
Strong communication, organisational, planning, and delegation skills.
Pro-active and enthusiastic individual who has the ability to work unsupervised.
Experience of fixture / league planning / event management.
Must be committed and able to contribute time and effort to the role.
Dedication to the improvement of the University's sporting offer.

Key responsibilities: Overall responsibility for the organisation and delivery of the Sports Union's Intramural Programme.
Support and work with the Intramural Sport officers and captains. This includes leading on the delivery of their training.
May be invited to sit on other working planning groups and should contribute to SU Strategic Planning with respect to development of Intramural and Physical Activity provision.
Actively encouraging more students to participate in Intramural sport.
Liaise actively with the Vice-President Intramural, Sports Coordinator Competitions, and Sports Participation Activator to work on long-term development of Intramural provision.

Time commitment: 6-10 hours per week throughout the year.
Be able to attend various Sports Union meetings throughout the year.
