

## ROLE DESCRIPTION

# MEDIA CHAIR



### Position:

Section Chair



### Start date:

12th July 2021



### Hours of work:

Voluntary Role, expected working hours 15 per week Monday-Friday (with commitment required to work outside the regular working day on occasions as required).



### Contract:

None, it's voluntary



### Induction:

In order to take up the role, you will be required to undertake 2 weeks of mandatory training which will take place within the time period **12th July - 13th August**. You must be available throughout this period.



### Salary:

Voluntary

## Personal Specification:

- A passion for student media
- Desirably experience of a broad range of LSU volunteering opportunities and LSU Media opportunities, including, but not limited to, LSUTV, Lens Photography, Loughborough Campus Radio, Label Magazine.
- A minimum a base understanding on how student media works
- Some understanding of media equipment, including but not limited to, DSLRs, Video Cameras, Radio Equipment although training will be provided.
- Some understanding of the Students' Union and its values
- Able to work effectively in a team and as an individual
- Ability to be able to work with confidential data
- Must be able to advocate on behalf of students at Loughborough
- Able to communicate to a wide range of stakeholders
- Should be personable and approachable
- Needs to be comfortable with conflict resolution
- Ability to manage your own workload and be ready to delegate when necessary
- Must be self-motivated and willing to take measured risks
- A strong desire to lead LSU Media from strength to strength

## Individual Responsibilities:

- Act as lead responsible for the delivery of media and creative volunteering opportunities at Loughborough Students' Union.
- To provide a comprehensive range of volunteering opportunities for students to support personal development and employability.
- Be an advocate for media and creative volunteering and ensure links are made between LSU Media and external partners.
- Be the main contact for students that want to get involved in the media and creative industries.
- Ensure the LSU Media Constitution is adhered to by leading and managing the Media Executive Committee alongside LSU Media Section Representatives.
- Deliver the strategic goals for LSU Media and aim to develop new ways of facilitating content creation
- Proactively engage external partners (including those within the University and the media industry) to provide a wide range of opportunities.
- To work alongside the Executive and Staff Team to develop and deliver a one year plan which works towards LSU's long-term aims.
- To demonstrate the impact that media volunteering has on individuals, the community and the university.