

Sports Guidance Document

Dated 04/02/2021

Composition of Sports Committees

The Sports Executive Committee

1. There shall be a Sports Executive Committee which shall comprise of:

- i. The Sports Officer of the Union, the Chair of the Committee.
- ii. IMS Chair.
- iii. Clubs Officer
- iv. Participation Officer.
- v. Welfare Officer.
- vi. Inclusive Sports Officer.
- vii. Scholar Officer.
- viii. International Sports Officer.
- ix. Events and Media Officer.
- x. Postgraduate Sports Officer.
- xi. Sutton Bonington Sports and Society Officer
- xii. Performance Officer

2. The Sports Executive Committee shall:

- i. Be the executive body for all areas of student sport under the Sports Officer.
- ii. Support the Sports Officer in the planning and delivery of their objectives.
- iii. Be responsible for the delivery of their relevant focus groups on behalf of the Sports Officer.
- iv. Write reports in collaboration with Students' Union Insight, based on feedback from focus groups.
- v. Discuss feedback and collate reports for the Sports Officer.
- vi. Engage and work with relevant staff from UoN Sport and the Students' Union.
- vii. Report to the Sports Officer.
- viii. Make decisions relating to student recognition including Club of the Month Awards and Individual Awards.
 - i. Award prizes to Sports Clubs and Individuals from the Sports.
- ix. Assist in organising events in collaboration with the Sports Officer, including Sports Ball and Varsity.

3. Individual responsibilities:

- i. All members of the Sports Executive Committee, with the exception of the Sports Officer, shall be responsible for delivery of the relevant focus groups and the collation of feedback to be provided in a report to the committee.
- ii. In addition a number of members have specific responsibilities:

a. Sports Officer of the Union:

- i. To collate the committee's reports feedback to Senior Management and staff in UoN Sport and the Students' Union.
- ii. To report to the Sports Executive Committee on actions and updates.

b. Events and Media Officer:

- i. To meet with the SRS Media groups to help coordinate coverage at specific events such as Varsity.
- ii. To create specific media content at the request of the Sports Executive Committee.
- iii. To plan and deliver events at the request of the Sports Executive Committee.

c. The Chair of the Committee:

- i. To organise the meetings.
- ii. To ensure the smooth running of the meeting.
- iii. To be the representative for motions to be brought to the Executive Committee.
- iv. Will be a non-voting member.

d. IMS Chair:

- i. To represent all members of the IMS Executive Committee as well as all students involved with IMS programs.

e. Clubs Officer:

- i. To represent all students in sport clubs.

f. Participation Officer:

- i. To represent all students that are involved with participation programs except Inclusive Sport and IMS.

g. Welfare Officer:

- i. To represent all welfare secretaries in sport committees.
- ii. To attend every welfare council.

h. Inclusive Sports Officer:

- i. To represent all students involved in inclusive sport programmes and clubs including LGBT+, BAME, female inclusion and disability.

j. International Sports Officer:

- i. To represent all international students involved in sport.

k. Post Graduate Sports Officer

- i. To represent all post graduate students involved in sport.

l. Sutton Bonington Sports and Society Officer:

- i. To represent all students who live on Sutton Bonington Campus who are involved in sport.

m. Performance Officer:

- i. To represent all students that are involved in performance programs at the University of Nottingham.