

TEESSIDE SPORTS LEADER 2024-25

Role Type: Voluntary (*Any associated costs or expenses claims will be subject to approval*)

Programme Coordinator: Tom Horrocks - Club Development Coordinator (Teesside Sport)

Programme Duration: October 2024 – May 2025

Role Description:

Are you a current student at Teesside University? Then why not consider becoming a Teesside Sports Leader. This is a fantastic opportunity to become an advocate, representative, and leader for your chosen sports club, with 20+ sports available. You don't need to be a member or play the sport. You just need a passion for sport, physical activity and working with students. You will be supported by Teesside Sport to develop new ideas and insight for your club, as well as focussing on your professional and personal skills.

The sports leaders are an integral part of the day-to-day operations of our wide range of sports clubs. The role will include, communicating and collaborating with student members, coaches, and Teesside Sport staff. You will actively promote your sport to other TU students, assisting with the recruitment process for your club. The role will be an opportunity to develop a wider understanding of sport operations, logistics, planning and delivery at Teesside University.

Level of Commitment:

- ❖ Approx. 2hrs for club development opportunities per week (*Flexible*)
- ❖ Approx. 2-4hrs for sports club training sessions per week (*Sport Specific - Essential*)
- ❖ Approx. 2-4hrs BUCS fixtures per week (*Sport Specific - Essential*)
- ❖ Approx. 1hr of group meetings per month (*Essential*)
- ❖ Approx. 1hr 1:1 tutorial and mentoring per month (*Essential*)

Roles & Responsibilities:

- ❖ To log all voluntary Sports Leader hours through the Volunteers Portal with the aim of achieving the TU Volunteers Award.
- ❖ Ensure that the club has all the resources and means to perform and deliver their sport effectively.
- ❖ To complete regular checks of equipment and submit requests for any new equipment or to escalate any concerns or issues to Teesside Sport Staff.
- ❖ To manage and update the Microsoft Teams Community on a regular basis with current sports club information for members, including answering any new or ongoing enquiries.
- ❖ To work closely with club coaches and Teesside Sport staff to support students, ensuring the sport is operating efficiently and all members are up to date with all information required.
- ❖ Ensuring that the club and its members are operating within the Teesside University Pledge.
- ❖ To support club captains and members in completing their BUCS Play registration (*where applicable*), requesting any away day BUCS fixture transport bookings, and submitting any requests for home fixture start times 14 days prior to any fixtures.
- ❖ Ensure that the planning and organisation of any club activities are communicated clearly and in sufficient time with the Teesside Sport team.
- ❖ Communicate in a timely manner all concerns that may arise through your role or within the student body that has a direct impact on performance, wellbeing, welfare, and safeguarding to a Teesside Sport member of staff.
- ❖ To support your team/club with the promotion of all sporting activities across the TU campus.
- ❖ To ensure that all club members have the correct Teesside Sport memberships in place to allow them to participate fairly and safely in their sport.
- ❖ To attend recruitment days, sports fayres and activity days to further promote and recruit for your sports team to current and prospective student members.
- ❖ To collaborate with fellow sports leaders to organise and deliver an end of year sports activities day.

TEESSIDE SPORTS LEADER 2024-25

What will you gain from becoming a Student Sports Leader?

- ❖ Gain recognition for your voluntary work through the volunteers award.
- ❖ 1:1 mentor support with the day-to-day activity management of a TU Sports Club (*apply for 1 of 20+ TU Sports*)
- ❖ Sports Leader hours can count towards university course work placements – sports related only
- ❖ Developing skills in leadership, multi-communications strategies, people management, time management, planning, delivery and evaluation methods, delegation and team work.
- ❖ Support in accessing CPD opportunities internally and externally to Teesside University, course or sport specific
- ❖ Working as part of a collaborative team with other Sports Leaders and Teesside Sport Staff to create and share insight and best practice.
- ❖ Developing administrative skills in Microsoft Office, BUCS Play, and other sporting administration platforms, designing and presenting new ideas and initiatives.
- ❖ Basic club budget management, logistical planning, booking procedures, and club development planning
- ❖ Writing and developing an annual Club Development Plan (CDP)
- ❖ Developing and delivering aims and objectives in line with SMART goal setting
- ❖ Assisting with data collection through the Teesside Sport Survey, measuring the impact of sport on the student experience

The Support You Will Receive:

- ❖ Learn more about Teesside Sport, what we do, and how we operate throughout the year.
- ❖ Monthly 1:1 tutorial and mentoring with Teesside Sport Club Development Coordinator
- ❖ Bi-monthly group meetings with other Sport Leaders for the purposes of training, team building, sharing best practice, and delivering club updates
- ❖ Share ideas with your peers and gain wider support through enterprise, course placement opportunities, and future career pathways
- ❖ Work closely with club coaches to gain greater insight into the sport and the day-to-day operations of a club infrastructure
- ❖ Fully utilise the Teesside Sport Microsoft Teams group to communicate with your sport club members to grow and develop your sports club offer and opportunities
- ❖ Gain greater support from British Universities College Sport (BUCS) through opportunities in CPD and further training to maximise your role as a Sports Leader
- ❖ Learn about new recruitment and career opportunities within sport and wider partner organisations.
- ❖ Access employability and careers support via Teesside Sport, Volunteers, and the TU Student Futures Team

Application Link: <https://www.volunteers.co.uk/opportunities>

Application Deadline: 27.09.2024

Interview Date: Organised directly on an individual basis

For further information on the above role please contact:

Teesside Sport Club Development Coordinator - Tom Horrocks @ t.horrocks@tees.ac.uk