

Welcome to Groups Conference!

Don't worry – all presentations will be shared on the [Student Leader Hub](#) next week!



Today, you will...

...find out more about your role as a committee member.

...find support to help you in your role.

...think about how you and your committee can work together.

...find opportunities available to you as a student leader.

...meet other student leaders, share ideas and support each other.

...look ahead to the summer and what your committee need to do.



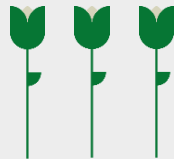
Tuesday's Schedule

Session	Time	Session Title	Where	Deliverer
	5.00- 5.30	Welcome	CB 3.9	Sam Cook
First session	5.30 - 6.15	The Art of Standing not Sitting - Chair Training	CB 3.9	Activities Officer and Sports Officer
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	7.10 - 7.30	Round Up	CB 3.9	Sam Cook



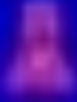

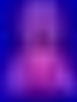

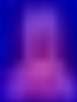
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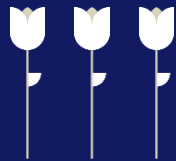
What is a student leader?

Student Leaders:

-  Run events and activities to help students enjoy their time at Uni 
-  Provide support to students 
-  Raise issues, run campaigns and make change 

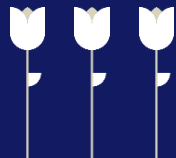


Roles and Responsibilities



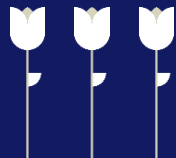
As a committee, it is your responsibility to...

- ...represent and listen to the members.
- ...make informed decisions.
- ...develop the group.
- ...deliver events that are valued by the members.
- ...hold regular committee meetings.
- ...handover to the next committee to ensure sustainability.
- ...share responsibilities amongst you all.
- ...adhere to SU Policies.
- ...have fun!



Working together

- Share the responsibility amongst ALL of you!
- Help each other to solve problems – ask if you’re struggling with something.
- Communicate with one another regularly so you all know what’s happening.
- Don’t create a “blame culture” – you’re all responsible for the group.
- Talk to us if you need help!

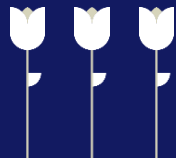


Committee meetings

- Meet regularly to ensure effective communication – they make it easier to track actions and development.
- Take minutes of meetings, especially actions and who they are allocated to.
- Have an agenda so you all know what will be discussed – events, promo, finances, operations of your group, issues, etc.
- Ensure there is regular communication between the committee, your members and the SU.
- Maintain your vision (when did you last look at your handover/aims?).



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Training



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Training will help you thrive in your role...

- These sessions will outline the skills and knowledge you need to do your role.
- Online training modules include core information you can go back to during your role.
- Additional training can help you develop new skills you can use in your role and future careers.



Some online training is compulsory

Chair Training	All chairs must complete
Finance Training	All chairs and treasurers must complete
Marketing Training	2 committee members must complete
Wellbeing Training	2 committee members must complete
Fundraising Training	Complete if you are doing a fundraising activity

- Please complete this training over the summer so you're ready for the new year!
- Today's training complements the core information covered in these online modules and will give you a great head start for your role!
- Training will be available on the [SU Training Hub](#) on Moodle after exams.



Support for Student Leaders



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Get help early!

- If something happens or you're not sure what to do, make sure you get help early.
- Contact your Officer or a staff member in The SU as they are here to support you – you may want to have a chat to offload or have a particular issue that you want to talk through.
- We are here to help!





HELLO
HELLO
HELLO



MEET YOUR ELECTED OFFICERS



Jimena Alamo
SU President



David Lam
Activities Officer



Abbie Watkin
Sport Officer



Amber Snary
Education Officer



Jura Never
Postgraduate Officer



Hanna Hajzer
Community Officer



thesubath.com/elections



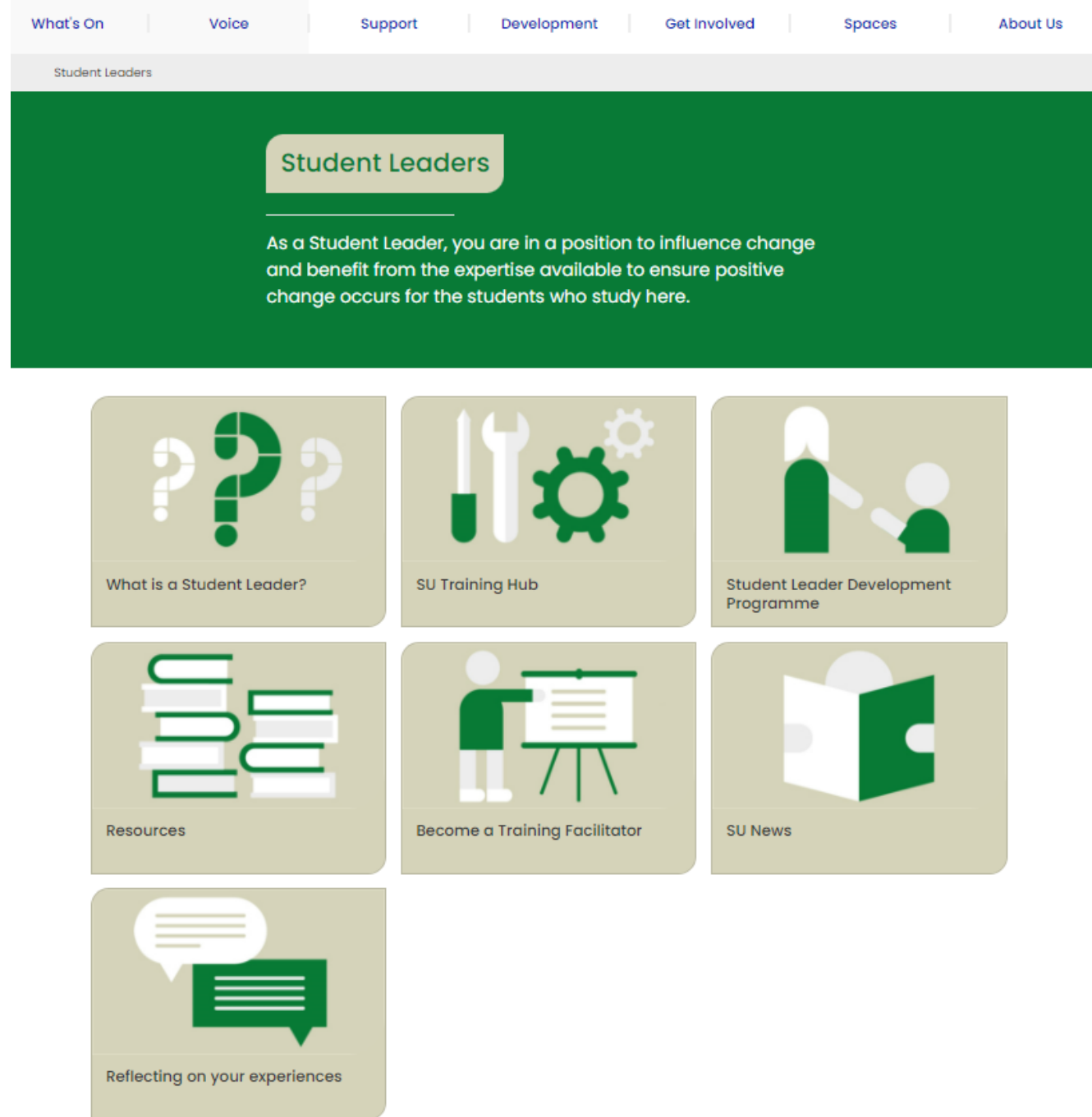
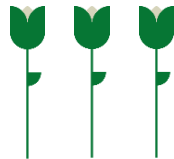
Useful contacts

- Societies – susocieties@bath.ac.uk
- Sports – subathsport@bath.ac.uk
- Officers – suactivities@bath.ac.uk or susport@bath.ac.uk
- Arts Team – su-arts@bath.ac.uk
- Volunteering – volunteers@bath.ac.uk
- Advice and Support – suadvice@bath.ac.uk
- Voice Team – Contact Voice (thesubath.com/voice/contact/)
- Marketing – sumarketing@bath.ac.uk
- SU General – thesu@bath.ac.uk



The Student Leader Hub

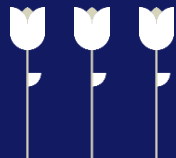
- A central hub of resources and opportunities for all student leaders.
- This page is being regularly updated to keep checking back to see what is out there.
- Lots of support can be found here!
- Presentations from today will be available after the conference.
- thesubath.com/student-leaders/



The screenshot shows the 'Student Leaders' page on the SU Development website. The page has a green header with navigation links: 'What's On', 'Voice', 'Support', 'Development', 'Get Involved', 'Spaces', and 'About Us'. Below the header, the page title 'Student Leaders' is displayed in a white box. A paragraph of text reads: 'As a Student Leader, you are in a position to influence change and benefit from the expertise available to ensure positive change occurs for the students who study here.' Below this text is a grid of seven interactive tiles, each with an icon and a label: 'What is a Student Leader?' (question marks), 'SU Training Hub' (tools and gear), 'Student Leader Development Programme' (two people), 'Resources' (books), 'Become a Training Facilitator' (person at a presentation), 'SU News' (open book), and 'Reflecting on your experiences' (speech bubbles).

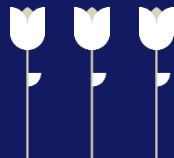
Signposting support

- There is lots of support available if you or one of your members needs it.
- Check out the Wellbeing Module for some signposting training and how to support others in your role.
- There is a [list of support services](#) on the Student Leader Hub if you're not sure where to go.

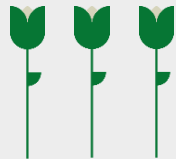


Safe Zone

- Immediately contact the Security or Wellbeing in an emergency.
- Get first aid when you're on campus.
- Receive notifications during an emergency situation.
- Report non-emergencies quickly too.



Key dates and processes



Freshers

- Variety of ways to promote your group during Fresher's week –
 - Activities fair.
 - Sports fair.
 - Volunteer fair.
 - What's On.
 - Give it a Go events.



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Other events and activities

- Refresh/Welcome Back – do something in February to help new members get involved and welcome back existing members.
- You could run events or activities around Black History Month (October), LGBT+ History Month (February) or around International Women’s Day (early March).
- The SU hosts annual award events to show thanks and recognition:
 - SU Group Awards.
 - Blues Awards.
 - Education Awards.

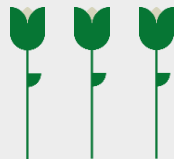


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Events Planner

- You may need to submit an Event Planner if you are organising an event e.g. if the event is ticketed, costs over £2,000 or is a show/performance.
- The Event Planner gets you to think about different aspects of organising an event, including finances, contracts, venue bookings and risk assessments.
- The SU can offer additional support and check plans are in line with your group risk assessment.
- If you need any help or advice for your event, please contact your area SU staff team.



What is an External Speaker?

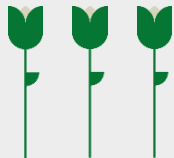
- External Speakers are defined as individuals or organisations that are not a member of the SU or the University.
- They are typically externals who are addressing students at an event such as a talk, speech, debate, or similar event.
- Sports coaches, or instructors for other activities are not considered 'external speakers', but you should consult with your relevant SU staff team to ensure you are being compliant.
- The SU and the University have a legal obligation to prevent illegal speech and enable all other speech and have a process in place to ensure this happens.



External Speaker Events

- All groups must use the Event Planner when planning an event with a guest speaker – this includes carrying out any relevant Risk Assessments required.
- **No event involving any external speakers may be publicised** until the speaker has been cleared through the appropriate processes as provided in this procedure.
- Don't forget, any external speakers, whether they're in-person or virtual, need to be authorised by the SU and **require 4 weeks' notice.**

thesubath.com/new-event/external-speakers/



Opportunities for Student Leaders



Student Leader Development Programme



- Attend additional training opportunities throughout the year to help you in your role.
- You can then talk about these skills in future job applications and interviews, using brilliant examples from your time as a student leader.

thesubath.com/student-leaders/development/



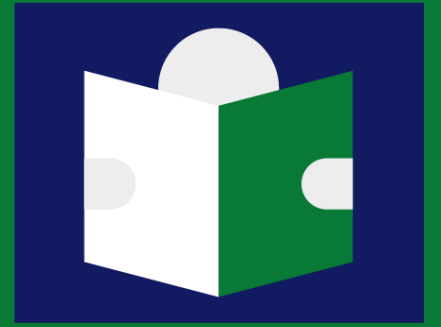
Deliver your own training



- You could help deliver training to fellow student leaders on a variety of different topics.
- You could deliver training to fellow students on topics that matter to you and your group.
- The Peer Support Team can support you with writing training and planning sessions through Train the Trainer activities.



Share your stories

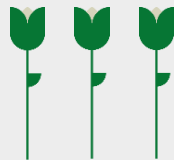


- We want to share and celebrate the things that you are doing as student leaders.
- You could write a blog for the SU website, share photos and videos on social media, etc.
- Email sumarketing@bath.ac.uk to share your stories!



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Networking

What do your committee need to do this summer to get ready for September?



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