



Executive Team

Executive Team (1-2 roles available)

Estimated hours: 4-5 hours per week (*term time only*)

Winchester Hub is looking for 1 or 2 passionate students to become the new executive team of the Winchester Hub committee! This role would be ideal for a student who is interested in social/environmental action and wants to get experience in the third sector. It is also a great role for someone wanting to develop skills in people management, leadership, communication, and delivering training. You do not need to have volunteered with Winchester Hub previously in order to apply for this role!

All responsibilities have the potential to take place in-person and remotely (subject to government guidelines). If you have any questions or concerns about this, please contact hello@winchesterhub.org for more information.

Responsibilities:

1. To run weekly committee meetings with all project coordinators
2. To help plan and deliver committee training sessions
3. To be the first point of contact for project coordinators and run regular check-ins
4. To help Winchester Hub meet its yearly fundraising target
5. To attend and chair the Winchester Hub Advisory Boards
6. To help promote Winchester Hub at both internal (i.e. freshers fayre) and community events

The ideal student will:

1. Be enthusiastic about social action and Winchester Hubs' work!
2. Have good communication with the rest of the Winchester Hub student committee and the staff team.
3. Be friendly, approachable and welcoming to new volunteers and the project coordinators.
4. Have excellent time management and organisational skills
5. Be motivational
6. Build relationships both on campus and off-campus to promote Winchester Hubs' work

Please note, if you are interested in applying but feel you haven't developed these skills yet, we still want to hear from you! We believe this is a good development opportunity for you, how about giving us a ring or emailing us to have a chat about the role?

Number: 01962 827624

Email: hello@winchesterhub.org

Interested in applying? Head to our website where you'll find our application form:

<https://www.winchesterhub.org/activities/join-our-committee>.