



The University of Birmingham, Guild of Students is a charity and the students' union for more than 36,000 students. We represent our members to the University and other organisations on the issues that matter to students most. We also exist to help students develop skills outside of study, have fun, meet people and make sure their time at Birmingham is special.

Student Volunteering Coordinator (Community)

£19,303 gross per annum (35.5 hours per week)

The Jobs, Skills and Volunteering department organises and provides students with opportunities to help develop their personal and professional skills, whilst building their sense of community and forming friendships.

The focus of the Student Volunteering Coordinator (Community) is sourcing and organising a variety of volunteering activities suited to students, these include leading micro-volunteering projects, in addition to working in conjunction with external charities to provide one-off projects and term-time roles.

The Student Volunteering Coordinator (Community) will also support a small number of student-led groups including Carnival RAG (fundraising), and work alongside the Volunteering Coordinator who supports over 40 student-led volunteering groups.

With your knowledge of volunteering you will be able to organise suitable roles for students, develop strong partnerships with external organisations and help support students build their personal and professional skills through volunteering. You will be able to coordinate and supervise a small team of Student Staff to support your projects, run events and volunteering fairs, and support Guild-wide projects such as the Green Impact Award.

The role will also include general administration, training, tailored support for specific initiatives, planning and recording of data. The successful applicant will have experience of supporting and developing volunteers.

Closing date for applications: Wednesday 1st November 2017, 12 noon.

For application packs please visit: <http://www.guildofstudents.com/about/your-union/workwithus>

or email: staffing@guild.bham.ac.uk

**We'll make sure you get
the best from Birmingham!**



UNIVERSITY OF
BIRMINGHAM