

ANNOUNCEMENT: OPEN COMMITTEE POSITIONS

As many of our senior members will be graduating shortly, this term we are looking for applicants to fill several major committee roles. As you know, the society exists to promote academic research and raise awareness about current research to all students, and thus we are keen to hear from anyone who shares our interest in research and technology. All committee members will meet once a week for around an hour, excluding talks and social events.

Submit your applications at <https://tinyurl.com/BURS-AGM-Committee>.

We are accepting applications for the following roles:

President: Responsible for representing the society, coordinating and overseeing all activities within the society and ensuring that the society's aims and objectives are achieved. If you are interested in making decisions that shape the direction of the society and leading team members, this position is for you.

Expected commitment: 4-5 hours a week.

Vice President: This person is second-in-command on the committee, and responsible for assisting the role of the president. The vice president will act as a substitute for the president when necessary.

Expected commitment: 4-5 hours a week.

Treasurer: Responsible for managing the society's finances through financial planning, budgeting and record-keeping. Also responsible for leading fundraising initiatives.

Expected commitment: 4-5 hours a week.

Secretary: Responsible for managing communications between the society and its members; supporting the committee through organisational tasks and maintaining effective records. On an average week, the secretary will be writing meeting minutes, as well as crafting emails and newsletters for the society's members.

Expected commitment: 4-5 hours a week.

Events Coordinator: Responsible for organising and managing events within the society, liaising with the Treasurer where needed. You'll be a key role in planning talks and socials, in addition to booking venues.

Expected commitment: 3-4 hours a week.

Webmaster: Responsible for managing, editing and updating the website. If you like writing and/or web design and are open to learning a simple website editing software, this role is for you.

Expected commitment: 3-4 hours a week.

Postgraduate Officer: Responsible for liaising with the Postgraduate Network and representing postgraduate students to the society.

Expected commitment: 3-4 hours a week.

Graphics Designer: Responsible for making ad-hoc graphics for the society. Your work could range from a Facebook post to physical posters and banners for events.

Expected commitment: 3 hours a week.

Social Media Officer: Responsible for creating content for the society's various social media channels (primarily Facebook and Instagram.) You will also be responsible for writing and managing content uploaded to the blog.

Expected commitment: 3-4 hours a week.

Honorary Officer: Responsible for assisting the committee with managerial tasks and overseeing the annual society handover. If you're interested in a generalist position and helping to identify avenues for the society's development, this role may be for you.

Expected Commitment: 3-4 hours a week.

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