

Branch Up Coordinator

Southampton Hub is looking for a Branch Up Coordinator to lead Branch Up for 2021 - 2022.

This role would be ideal for a student who is passionate about empowering disadvantaged children and wants to get experience in the third sector. It is also a great role for someone wanting to develop skills in problem-solving, people management, leadership, and organisation. You do not need to have volunteered with Southampton Hub previously in order to apply for this role but we would expect a commitment to our mission to mainstream student social action and a passion for helping every child build their confidence and reach their potential.

Commitment: 3+ hours per week, plus 10 activity days throughout the year.

Responsibilities:

1. To be an active member of the Southampton Hub Committee, going to weekly meetings, supporting fundraisers and promoting the Hub.
2. Set up a sub-committee and hold weekly meetings to delegate tasks and support their development.
3. Lead selection and training workshops and termly briefings with support from Staff.
4. Build strong relationships with community partners and maintain strong communication with them.
5. Be a representative for Branch Up in the University and Community.
6. Ensuring the smooth running of Activity Days, including printing of spare consent forms, observation forms and transporting equipment.
7. Work closely with the Southampton Hub Programmes Manager to ensure the smooth delivery of Branch Up.

The ideal candidate will:

1. Be enthusiastic about social action and our mission to empower disadvantaged young people in Southampton;
2. Have strong written and verbal communication skills;
3. Be friendly, approachable and welcoming to new volunteers and sub-committee;
4. Have excellent time management and organisational skills;
5. Be driven to support and empower student voice;
6. Be motivational;
7. Experience of working with children.

If you would like to talk in more detail about the role, please contact Catherine on hello@southamptonhub.org and she will arrange a phone call with you.

Head to our [website](#) or apply [here](#).