

Invent Plus Co-ordinator

Southampton Hub is looking for an Invent Plus Co-ordinator to lead the project for 2021-22.

This role would be ideal for a student who is passionate about inspiring children to think about STEM subjects 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 children engage with engineering.

Commitment: 2+ hours per week

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 weekly meetings with sub-committee (recommend: at start of the year) to check-in and delegate tasks.
3. Lead selection and training workshops with support from Staff.
4. Build strong relationships with community partners and maintain strong communication with them throughout the year.
5. Lead and support volunteers to gain the relevant skills for volunteering, leading on sessions and inputting their creativity into the project.
6. Lead on weekly sessions in the school, and source the materials needed for their running.
7. Work closely with the Programmes Manager to ensure the smooth delivery of Invent Plus.

The ideal candidate will:

1. Be enthusiastic about social action and our mission to engage young people Southampton in engineering and STEM subjects;
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. Be an engineering student, or have studied a science subject at A-Level.

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

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