

## Sports Ambassadors Role Description

<b>Role Title</b>	HISA Sports Ambassador
<b>Responsible to</b>	HISA Activities Manager: Emma Robson
<b>Where (Locations)</b>	West Highland College Inverness College Moray College
<b>Time Commitment</b>	5-10 hours per week (Dependant on student circumstances/commitment)
<b>Role Description</b>	As a Sport Ambassador, you will represent, promote and enhance the positive values of sport & physical activity across the UHI to current & prospective students through a range of initiatives and events both on and off campus. (when off campus is permitted). You will support the student voice, role model & advocate for matters relating to sport & physical activity across the UHI & work alongside the UHI students and staff to develop a clear pathway for sport & physical activity.
<b>Main Tasks:</b>	<p><b>Overall Duties</b></p> <p>Increase participation in sport &amp; physical activity within the UHI:</p> <ul style="list-style-type: none"> <li>• Working with the HISA Activities team to reach aims and objectives for the year within the sports setting</li> <li>• Work with and create positive relationships with local HISA team</li> <li>• Work with other sports Ambassadors across the UHI network to highlight opportunities and organise cross partnership events</li> <li>• Provide information to students about sport &amp; sports related opportunities at the UHI</li> <li>• Guide and support prospective students in sport in the UHI</li> <li>• Assist with HISA Sport social media pages</li> <li>• Assist with Sports Events across UHI including projects such as Sporting Blues</li> <li>• Plan, deliver &amp; host key UHI sports events across the year. I.e.             <ul style="list-style-type: none"> <li>• 1 x taster session (Give it a Go! events)</li> <li>• 1 x coaching workshop</li> <li>• 1 x sport</li> </ul> </li> <li>• Create strong relationships &amp; work in partnership with the university, external partners, local community sport groups &amp; local sports facilities to</li> </ul>

	<p>encourage, motivate &amp; inspire students to participate in sport</p> <ul style="list-style-type: none"> <li>• Stay up to date with current development/issues within sport</li> </ul>
<p><b>Required Skills/Experience &amp; Qualities</b></p>	<p><b>Qualities</b></p> <ul style="list-style-type: none"> <li>➤ Organised</li> <li>➤ Enthusiastic</li> <li>➤ Proactive</li> <li>➤ Creative</li> <li>➤ Positive</li> </ul> <p><b>Skills / Experience</b></p> <ul style="list-style-type: none"> <li>➤ <b>Essential:</b></li> <li>➤ Sound knowledge of sport, health, fitness &amp; physical activity</li> <li>➤ Good communication skills &amp; interpersonal skills</li> <li>➤ Ability to relate, influence &amp; inspire students</li> <li>➤ Ability to portray a positive image &amp; be a good role model for sport</li> <li>➤ Ability to lead &amp; manage</li> <li>➤ Ability to encourage and motivate students</li> <li>➤ Ability to show initiative &amp; take responsibility</li> <li>➤ Good organisational skills &amp; time management</li> <li>➤ Have demonstrable leadership skills &amp; be a team player</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>➤ Have awareness of mental health &amp; wellbeing issues</li> <li>➤ Have knowledge of the issues relating to sport</li> <li>➤ Knowledge of equality issues</li> <li>➤ First Aid Qualification</li> <li>➤ Additional Sport &amp; Fitness / Coaching Qualifications</li> <li>➤ Basic knowledge of IT Packages</li> <li>➤ Have awareness of UHI policies and procedures</li> </ul>
<p><b>Training &amp; Support Available</b></p>	<ul style="list-style-type: none"> <li>➤ Health, safety &amp; risk training/management</li> <li>➤ Projects &amp; Event Planning/Management</li> <li>➤ Creating inclusive environments</li> <li>➤ Wellbeing &amp; mental health training</li> <li>➤ Equality &amp; Diversity Training</li> <li>➤ Marketing &amp; public speaking training</li> <li>➤ Negotiation/problem solving &amp; managing difficult situations training</li> <li>➤ Time management</li> </ul>

## Code of Conduct

Student Ambassadors are required to agree with the UHI's [Code Of Conduct](#)

### Commitment to UHI

- Represent the UHI in a competent and professional manner in all dealings with students & partners
- Maintain a welcoming and inclusive atmosphere for all visitors/event participants to the UHI
- HISA Sports Ambassador must fulfil their duties to the best of their ability
- HISA Sports Ambassador must not act in a way which risks lowering HISA's reputation
- HISA Sports Ambassador must adhere to HISA's equal opportunities policy for clubs and societies
- HISA Sports Ambassador must always act in a fair and respectful manner
- HISA Sports Ambassador must always show respect to others
- HISA Sports Ambassador must accept & observe the authority & decisions of all senior management
- Any concerns must be reported to UHI/HISA Staff