



# LOUGHBOROUGH STUDENTS HIKING



This opportunity profile is designed to give you an idea of what your voluntary work will involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

<b>CLUB NAME:</b> <i>LSU HIKING CLUB</i> <i>www.lsu.co.uk/society/hiking</i>	<b>Role:</b> <i>Webmaster</i>
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<b>Duties &amp; Responsibilities</b>
<ul style="list-style-type: none"> <li>• Responsible for the regular upkeep and maintenance of the LSU Hiking Club Website and any external LSU Hiking Club site.</li> <li>• Responsible for the promotion and marketing of the club through the website in conjunction with the rest of the committee.</li> <li>• Constantly look for and implement new features of the website to keep it looking fresh innovative and representative of the nature of the club.</li> <li>• Responsible for ensuring all external links are live, do not breach LSU’s Code of Practice.</li> <li>• Responsible for ensuring content is accurate, appropriate and up to date, and that LSU’s logo appears on any/all LSU Hiking Club sites.</li> <li>• Responsible for the maintenance of committee mail accounts, committee and members mailing lists.</li> <li>• Helping prospective members to troubleshoot the LSU online payment system when they have a problem.</li> <li>• Helping plan, organise and implement LSU Hiking Club trips and socials.</li> </ul>

<b>Opportunities</b>
<ul style="list-style-type: none"> <li>• Gain valuable transferable skills e.g general IT and advanced web skills, teamwork, organisation and planning.</li> <li>• Free training provided by LSU</li> <li>• The chance to make a difference</li> <li>• Great chance to show your creativity</li> <li>• Looks great on your CV</li> </ul>

<b>Desirable Qualities</b>
<ul style="list-style-type: none"> <li>• Confident with all IT</li> <li>• Creative</li> <li>• Well organised</li> <li>• Attention to detail</li> </ul>

<b>Commitment</b>
<ul style="list-style-type: none"> <li>• Hours dependent on work needed.</li> <li>• Needs to be easily contactable</li> <li>• Should attend meetings and the majority of events</li> </ul>