Avondale College Leadership Positions

Position: SAC leader
Supervisor: Director of Student Services

Position Purpose
The SAC Leader will prepare appropriate social events and will meet the social needs of as many of the different age groups and nationalities as possible as well as being sensitive to the needs of gender, married and single students.

Key Responsibilities
- Developing a team of students to assist in the planning and implementations of social events.
- Working with the Director of Student Services, reporting as required and informing and advising the Director of Student Services of all social plans.
- Working with the ASA Treasurer to allocate the appropriate budgets for operating the social plans.
- Maintaining a close working relationship with the Director of Student Services, seeking advice and assistance to ensure a well balanced and well-suited program of events is achieved each semester.
- Ensuring all activities conform to the overall aims and objectives of Avondale College and its Strategic Plans.
- Ensure adequate and appropriate advertising is carried out, using various available resources as well as being ready to initiate new creative advertising methods.
- Liaise effectively with the staff advisor.

Relevant Experience
The position requires good people skills and excellent communication skills. The SAC leader will have strong organisational skills, be highly motivated and eager to learn.

Person Specification
- Strong people skills
- Ability to work as part of a team and equally well working independently
- Good communication skills
- Needs to be a highly dedicated, organised and trustworthy person.
- Committed Christian

Key Outcomes
- Provide consistent social programs
- Ensure the effective management of the social programs

Qualifications
- Preferably would have some experience in working in a team environment