



Job title	Committee member - Events
Reports to	Chair of Events

Position Overview

The division of Events is responsible for all logistics, operations, planning, and developing of uOSBC events. As a committee member you will support the Chair of Events in the planning and execution of all uOSBC events.

Duties and responsibilities

The Events division put on numerous events including the University of Ottawa Sport Management Conference, networking/professional development events, and pub/social nights. You will be delegated specific tasks for each event.

Qualifications

- Must be enrolled as a University of Ottawa student
- Event planning experience considered an asset

Skills

- Great interpersonal skills specifically communication, responsibility, problem solving
- Organizational skills
- Passionate and enthusiastic
- Good time management skills

Please send all applications to: uOttawaSBC@gmail.com