

Sports Council MUSST is searching for '19- '20 board: Secretary

Background information about Sports Council MUSST

Sports Council MUSST is searching a new board for the academic year 2019-2020.

Sports Council MUSST is part of UM SPORTS and is directly related to Maastricht University. Principal functions of Sports Council MUSST are:

- Coordination of the 29 student sports associations
- Stimulation of student sports in Maastricht
- Representation of student sports associations' interests
- Representation of individual students doing sports

In Sports Council MUSST, you organize (international) events such as the INKOM Sports event and the MaasCup. You are also the contact person for national events like the Batavierenrace and the Groot Nederlands Studenten Kampioenschap (Dutch student national championship).

You will work together with Studenten Sport Nederland and Sports Councils from other universities in The Netherlands as well with local, regional and international parties. In short: this will be a diversified year, where you will have the time to develop yourself on a professional and personal level!

For the year 2019-2020, we are looking for a student (M/F) to fulfill the secretary function. This function consists of 20 office hours and an equivalent in sports and evening activities (hours vary during the year, activities like constitution drinks from associations). This is an opportunity to broaden your network and a financial compensation is assured. Most importantly this will be an awesome and instructive year!

Function requirements:

- You are student at Maastricht University
- You are available approximately 40 hours a week
- You have affinity with sports and student associations
- Dutch speaking and writing skills
- English speaking and writing skills
- Experience with board's function is a pre but not necessary
- Strong organization skills
- Being a member of a sports association is a pre but not necessary
- Social, enterprising, go-getter

Secretary specific tasks:

- Contact person for Student Sports Associations
- Answering mails
- You are responsible for the administration of Sports Council MUSST, including members administration
- Writing the two-weekly newsletter
- Taking minutes during meetings with Student Sports Associations
- Contact person for national events (such as Batavierenrace or GNSK)

Applying?

Are you interested or do you want more information? Apply before the 1st of May by sending your CV and a motivation letter to musst@maastrichtuniversity.nl. Questions about the function can also be asked at the same e-mail address.

Start period

1 September 2019 (introduction period from June onwards)

Period

Until the end of August 2020

