

Student Leader Elections

NERVE MEDIA COMMITTEE MEMBER



DESCRIPTION

Role Title

Committee Members for all active Nerve Media outlets:

- Nerve Now
- Nerve Photography
- Nerve Radio
- Nerve Sport
- Nerve TV

Responsible To

The members of Nerve Media and SUBU Communications Team

Role Duration

One academic year

Staff Liaison

SUBU Marketing & Communications Manager

ROLE PURPOSE

As a member of the Nerve Media committee, the post holder is expected to actively champion and manage the day-to-day runnings of their chosen media outlet.

The Nerve Media committee will be responsible for leading within their media outlet by ensuring that each area provides opportunities for all Nerve members to develop their skills, be inspired and maximise talents.

As a Nerve Media Committee Member, the postholder will be expected to work with all members of their outlet to ensure all content remains relevant for their audiences within the wider student body.

WHY YOU SHOULD BECOME A NERVE COMMITTEE MEMBER?

1. Create positive change and impact within your Nerve media outlet
2. Gain experience and transferable skills which will boost your employability
3. Build networks and relationships with other students, local media outlets, key members of staff at the Union and University

ROLE REQUIREMENTS

Only students that belong to the Nerve outlet the post represents can stand for election.

Students who stand in the Nerve Media Committee Elections must be opted into the Students' Union.

Alongside the listed duties, the post holder will be expected to attend regular meetings with their Nerve Committees, and all BU/SUBU meetings where attendance is mandated.

In line with the Code of Conduct, if a post holder fails to carry out their duties as detailed, they may be removed from post.



MANDATORY POSITIONS

Head of Nerve Now

The Head of Nerve Now will be responsible for the day-to-day running of the outlet. You will organise and host regular meetings with your editors and writers, and attend meetings alongside SUBU and other Nerve outlets. You will ensure that operations run smoothly and will lead on content planning with your members and editors.

Deputy Head of Nerve Now

The Deputy Head will assist the Head of Nerve Now with administration duties. You will be responsible for running the outlet in case the Head is absent. You will also be responsible for communicating with all members to ensure they are kept up to date with what is happening across the outlet.

OPTIONAL POSITIONS

Head of Social Media

This role will be responsible for all of Nerve Now's social media accounts including Instagram, Facebook and Twitter. You will be expected regularly share and schedule links to the latest online content and work with other members to create content, ensuring all social media channels are used effectively.

Fashion Editor

This role will involve the handling of all fashion-based content. You will be responsible for scheduling, planning, editing and approving all fashion related content on the Nerve Now website. You will work with writers to help them come up with ideas and set appropriate deadlines for copywriting and publishing.

You will also work with the Head of Social Media to ensure that all articles and content are distributed effectively on the Nerve Now social media channels.

Entertainment Editor

This role will involve the handling of all entertainment content. You will be responsible for scheduling, planning, editing and approving all entertainment content on the Nerve Now website. You will work with writers to help them come up with ideas and set appropriate deadlines for copywriting and publishing.

You will also work with the Head of Social Media to ensure that all articles and content are distributed effectively on the Nerve Now social media channels.

Lifestyle Editor

This role will involve the handling of lifestyle content. You will be responsible for scheduling, planning, editing and approving all content within your category on the Nerve Now website. You will work with writers to help them come up with ideas and set appropriate deadlines for copywriting and publishing.

You will also work with the Head of Social Media to ensure that all articles and content are distributed effectively on the Nerve Now social media channels.

Features Editor

This role will involve the handling of all feature writing. You will be responsible for scheduling, planning, editing and approving all content within your category on the Nerve Now website. You will work with writers to help them come up with ideas and set appropriate deadlines for copywriting and publishing.

You will also work with the Head of Social Media to ensure that all articles and content are distributed effectively on the Nerve Now social media channels.

News Editor

This role will involve the handling of current news articles. You will be responsible for scheduling, planning, editing and approving all content within your category on the Nerve Now website. You will work with writers to help them come up with ideas and set appropriate deadlines for copywriting and publishing.

You will also work with the Head of Social Media to ensure that all articles and content are distributed effectively on the Nerve Now social media channels.

MANDATORY POSITIONS

Head of Nerve Photography

The Head of Nerve Photography will oversee the outlet and will be responsible for the day-to-day running of Nerve Photography. You will host regular meetings with your committee, photographers, other Nerve outlets and the Students' Union to ensure operations run smoothly. Working with the committee, you will organise photography opportunities for members to ensure that any relevant areas are covered.

You will look after all technology including cameras, memory cards etc. You will make sure that all equipment is stored securely and kept up to date.

You will run training with photographers to ensure that they are able to enhance their skills within photography. You will also oversee the running on Nerve Photography's Photo Competition, which runs six times a year in the SUBU Newspaper.

OPTIONAL POSITIONS

Head of Social Media & Committee Events

As Head of Social Media & Committee Events, you will be in charge of Nerve Photography's Instagram and TikTok accounts. You will regularly update the accounts with examples of photographs captured and work with the team to post and create engaging content.

You will also be responsible for organising regular socials for your committee members, working with the team to organise events that cater to all.

Head of Communications

The Head of Communications will be responsible for regularly communicating with society members to keep them up to date with what's happening across Nerve Photography, and for updating the photography section of the Nerve website.

Heads of Events

This role will lead on organising members to cover any SUBU events. This includes arranging photographers, assessing who would be best to cover the event and liaising with the SUBU Communications Team. You will also be responsible for completing risk assessments and booking out equipment.

MANDATORY POSITIONS

Nerve Sport Co-Editor (two positions available)

The co-editors will be responsible for the day-to-day running of Nerve Sport. You will organise and attend regular meetings with subeditors, writers, other Nerve outlets and SUBU to ensure that operations run smoothly, organising opportunities for writers and ensuring that any relevant sport is covered, with a focus on SportBU and local sports.

Co-editors will be required to maintain the Nerve Sport website, as well as managing communications with AFC Bournemouth, organising people to attend Bournemouth games and press conferences.

OPTIONAL POSITIONS

Football Sub-Editor

The Football Sub-Editor will be responsible for ensuring that Nerve Sport maintains a good and extensive coverage of football from local teams and SportBU to AFC Bournemouth and football all over Europe.

The main focus of the Football Sub-Editor is to keep up to date with local football and ensure that local non-league teams are getting coverage.

Motorsport Sub-Editor

The Motorsport Sub-Editor will be responsible for all motorsport coverage on Nerve Sport.

This person will need to look at motorsport calendars and ensure that there is consistent coverage of motorsport on the website, from F1 to local teams such as Poole Pirates.

This person will need to have a good knowledge of different types of motorsport and build a team to cover this area.

Combat Sports Sub-Editor

The Combat Sports Sub-Editor will be responsible for covering boxing and MMA across Bournemouth and internationally.

This person will need to have a good knowledge of combat sports and upcoming events.

SportBU Sub-Editor

The SportBU Sub-Editor will be responsible for keeping up to date with the SportBU fixture calendar and making sure that as many fixtures and events are covered as possible. You will work closely with SportBU and will need to have a good knowledge of a range of different sports.

Social Media Sub-Editor

The Social Media Sub-Editor will be responsible for the Nerve Sport Twitter account and look to expand to other platforms such as Instagram & TikTok. You will regularly update the accounts with articles and breaking news stories, working with everyone at Nerve Sport to maximise reach of articles published by Nerve Sport members.

MANDATORY POSITIONS

Station Co-Managers (two positions available)

The Station Co-Managers will be in charge and oversee everything and anything in terms of the committee teams, presenters, as well as working with other Nerve outlets, SUBU, The Old Fire Station, BU and other external businesses.

You will be in charge of scheduling, planning, meeting, setting deadlines and working with the team for constantly improve the services that Nerve Radio offers.

The main part of the role is to be a point of contact for everyone, you will need to make important decisions, ensure the smooth day to day running of Nerve Radio and work with the committee to ensure everything is up to standard.

Head of Daytimes

This role involves supervising shows on Nerve Radio airing between 9am and 3pm on weekdays, training presenters and then supervising them through their radio shows, helping them when necessary.

You'll also work alongside the Head of Music, making sure that presenters play songs from the A, B, and C lists.

The role also involves scheduling and making sure that shows are on at appropriate times and that the shows fit properly on daytimes.

Head of Evenings & Specialist Content

This role involves supervising shows on Nerve Radio airing between 3pm and 9pm on weekdays, training presenters and then supervising them through their radio shows, helping them when necessary.

A key part of this role is making sure that the content of the show is appropriate for the time of the day.

Head/Deputy Head of Music

This role involves working alongside presenters, asking what music the presenters want to play, and making Nerve more student oriented and reflective of the different tastes of students on campus.

You will be responsible for creating three playlists that get heard by everyone in SUBU and online. A List, B List and C List. You will also need to complete music surveys brought out by Student Music Network; by completing these you also get the chance of getting to interview different bands and artists.

Note: if more than one person applies for this role, the Head role will be awarded to the student with the highest number of votes. The Deputy role will automatically be filled by whoever receives the second highest number of votes. The Deputy role is an optional position.

Head/Deputy Head of Tech

This role will be responsible for supervising the tech used in the Nerve Radio studios, making sure it is kept to a good standard and is in working order.

You will also need to deal with any tech issues that presenters encounter and find ways to improve Nerve Radio's technical setup.

Note: if more than one person applies for this role, the Head role will be awarded to the student with the highest number of votes. The Deputy role will automatically be filled by whoever receives the second highest number of votes. The Deputy role is an optional position.

Head of Events

This role involves creating regular socials for Nerve Radio and its presenters, working with the team to create the best possible events and engaging with the interests of the presenters. You will also take a key role in running and organising any events Nerve Radio takes part in for SUBU (e.g. things like the Christmas Fair, Freshers & Re-Freshers, etc).

Head of Social Media & Branding

This role means you will be in charge of Nerve Radio's Instagram, TikTok & Twitter accounts. You will be responsible for regularly updating the accounts & working alongside the team and the presenters to post & create content, as well as looking at how Nerve Radio is branded and marketed online and in the community.

OPTIONAL POSITIONS

Head of Station Sound & Production

As a new role for this year, you will be shaping the sound of Nerve Radio on air, whether through jingles & beds, or through assisting with productions (i.e. if shows want help with interviews, live performances or outside broadcasts). You will also work alongside the Head of Music to unify Nerve Radio's sound approach.

Head of Weekends & Podcasts

A new role for this coming year, you will help with the recording of Nerve Radio's pre-recorded content, whether it's shows for our weekend schedule or through supporting people with making podcasts.

You will be the first port of call for any presenters who face any issues during these recordings. You will also be responsible for bringing Nerve Podcasts back on a full-time basis, making sure that the recording space is available to record, and finding the best way in which to run this.

MANDATORY POSITIONS

Station Manager

The Station Manager will be the main point of contact for the station and represent Nerve TV at meetings and events. You will organise and attend regular meetings with your committee members, Nerve TV members, other Nerve outlets and SUBU to ensure collaborative work is maximised.

You will be responsible for the overall running of Nerve TV and help the team and other committee members achieve the highest standards of content production through creative leadership.

You will oversee what content is relevant to the audience at Bournemouth University. You will need to have interpersonal skill and be resilient, calm under pressure and excellent problem solvers, with the ability to resolve conflict and react positively to change.

There will be tough days – so bravery and a sense of unstoppable passion is essential.

Deputy Station Manager

The Deputy Station Manager will assist the Station Manager with administration and finance duties. You will be responsible for overseeing the budget for Nerve TV and be able to run the station in case of the Station Manager being absent.

You must be an excellent communicator and a team player, constantly keeping informed of the station's current status and projects.

You must be a quick-thinker and able to remain calm under pressure. Furthermore, you must have the ability to organise and prioritise decisions, especially during productions.

Production Manager

The Production Manager will supervise all large scale productions, making sure all risk assessments are followed etc and assisting other productions when needed.

Requiring a critical and fast-thinking mind. You should have experience in production and project management, and would ideally be from a media production focused course.

OPTIONAL POSITIONS

Head of News

You will handle news/factual programmes and productions, with a focus on Nerve TV News. With the light supervision of the Production Manager, you will manage news shows, documentaries etc. Requiring a thoughtful and ethical mind with a passion for research.

Will ideally have experience in media/journalism.

Head of Fiction

You will handle all fictional productions and ideas for Nerve TV. With the light supervision of the Production Manager, you will manage all fictional productions whether it be drama, comedy sketches etc.

Requiring a creative but logical mind and you will ideally have experience with scriptwriting and directing.

Head of Social Media

You will handle all of Nerve TV's social media accounts and online presence. You must be knowledgeable about relevant social media platforms and know how to promote a group and improve an online brand.

You will ideally have experience with most relevant social media platforms.

Head of Events

You will organise social events for both committee and members within a budget set alongside SUBU's Communications Team. You will be responsible for all social event planning/management.

You will ideally have experience with event planning.

Head of Post-Production

You will be most knowledgeable about editing software and will lead a team of editors when filming has been completed. You will also run editing workshops for new members who may not have done editing before.

You will work very closely with other departments and may also work with animators (if relevant to the project) and VFX people.

Head of Tech

You will be responsible for looking after cameras and filming and sound kit. Making sure equipment (whether it belongs to Nerve TV or not) is all secure and up to date. And most importantly must know all about tech and cameras!

You will be the main point of contact when equipment problems arise and will be responsible for checking kit regularly for any malfunctions etc. You will also run workshops for members have limited knowledge on camera use.