

BALL SECRETARY

ROLE DESCRIPTION

Fusion's two Ball Secs have a lot of fun as they organise the two annual formals at Christmas and after Easter. At other points this role is fairly quiet, so becoming Ball Sec is ideal if you want to run two highly satisfying events, but don't want a commitment throughout the entire year.

If you have any questions about this role, please contact Louisa and Naomi on ball-secs@fusionchemsoc.co.uk.

KEY RESPONSIBILITIES

- To organise the Christmas and Summer Formals, two highlight events of the year.
- To contact various venues and draw up plans for different options, discussing with the Committee.
- To ensure the events run smoothly by organising them impeccably.
- To work with the Treasurer to manage the budget and costs of the events.
- To provide details to the Marketing & Communications Officer to promote the events successfully and attract as much attention as possible.

IF YOU ARE...

Fun

Enthusiastic

A team player

**Passionate
about Fusion**

Well-organised

**Keen to run
socials**

Motivated

Proactive

...then the Ball Sec role is perfect for you!

WHY JOIN THE FUSION COMMITTEE?

- To significantly enhance your CV,
- To learn essential and useful skills for any career path,
- To make a positive change to Fusion and both the Chemistry and wider communities,
- To meet new people and have lots of fun, and
- To carry the Fusion spirit forward!

NEXT STEPS

We'd be delighted if you were to apply to become one of the **Ball Secs** of Fusion. You can apply to multiple roles.

Click the **Apply** button below or go to fusionchemsoc.co.uk/agm and complete the quick application form.

You will also be able to give a short presentation at our online Annual General Meeting at the end of April. Further details will follow after you have submitted your application.

Deadline: Wednesday 21 April 2021 at 23:59.