**Societies Development Review**

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| *Name of Society:* |

***Please take time prior to your Committee Training and Development Meeting to consider some of the key areas in relation to your Society.***

***From the point of election, the newly elected committee members should shadow the outgoing committee where their position is handed over and they are introduced to the Opportunities Team and the systems in place. The incoming committee officially takes office at the start of the 3rd Term i.e. 4th April 2016***

***Ideally this document should be completed, electronically, in conjunction with the outgoing committee and submitted to the Opportunities Team via*** [***suopportunities@uwe.ac.uk***](mailto:suopportunities@uwe.ac.uk) ***a minimum of 24 hours prior to your Committee Training and Development Meeting.***

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| ***Topics for consideration*** | ***Comments*** |
| ***What has worked well for you this year? Tell us something you are proud of achieving with your society!*** |  |
| ***What areas do you wish to improve in the coming year?*** |  |
| **What do you want to do as a society this year?**  **(i.e. activities/trips)** |  |
| **What do you wish to set your membership fee at for the coming year?** |  |
| **Are there any courses or training you and your members would like to attend in the coming year?** |  |
| **Are you considering any voluntary work this year (eg working in schools and/or getting in external speakers?** |  |

***To be completed by The Students’ Union Opportunities Department***

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| ***Topics for consideration*** | ***Review*** |
| ***Membership*** | * ***Membership Nos 2015 / 2016?*** |
| ***Membership Fees*** | * ***Current Fees for 2015 / 2016?*** * ***Suggested Fees for 2016 / 2017?*** |
| ***Finance (To include current balance of society account)*** | * ***Current Balance? £ Cr/Dr*** |
| ***Attendance at Societies Conference*** | * ***November 2015*** * ***January 2016*** * ***March 2016*** |
| ***Attendance at Committee Training 2015*** | * ***President*** * ***Vice President*** * ***Treasurer*** * ***Participation & Equality Officer*** * ***Equipment & Safety Officer*** * ***Media & Publicity Officer (optional)*** * ***Events & Fundraising Officer (optional)*** |
| ***Review Equipment Inventory*** |  |
| ***Communication with SU*** |  |
| ***Events & Fundraising*** |  |
| ***Perceived Areas of Development*** |  |

**Other areas for consideration from Committee Training element of meeting:**

* **UWE Futures Award**
* **Off The Wall**
* **RAG (Fundraising)**
* **Volunteering**
* **Varsity Series**
* **Societies Awards**
* **Watch It, Try It, Do It**
* **Freshers’ Fair**

**Other Notes**