

Executive Report –25/01/2012

Sarah Musgrave

Main Areas of Work:

Rag Conference

- Finalised dates for the conference: 10th – 13th September
- Started recruitment for a conference committee
- Booked and finalised accommodation
- Planned itinerary for the entire conference alongside Jane
- Currently working on budgets/sponsorship

Raids

- Applying for more raids in different cities to ensure variety
- Confirming Raids for this term
- Met with Raids Officer, Max, to discuss Raids for this term, how these are going to be executed and transport budgets.

Events and Marshalling

- Tough guy – Finalising numbers, we have a team of 51 this year. Organising support crew, lucky enough to have more than enough volunteers for support crew so narrowing it down. Coordinating what we need on the day, collating a shopping list with the Event Coordinators, Renee and Moez. Also chatting to Tough Guy HQ about plans on the day, runner numbers and invoices.
- Choose a Challenge 2 – deciding what needs to be promoted, what new events we can offer and advertising for it
- Organising places for Loughborough Students to steward at festivals – Reading, Leeds and Bestival – and discussing best ways to market these places. Mainly available at Choose a Challenge 2 and through Rag Reps
- Booking the SkyDiving dates and coordinating participants on these dates
- Starting to look into new events for summer term, including a bungee jump
- Had discussions with Headway about them being the new charity we work with for New York Marathon
- Booked in with Headway for Rag to work with them again at The Dorchester in London in December

Committee and Reps

- Planning Rag AGM and looking into updating any job descriptions of positions

- Designing a questionnaire for the Reps termly review and going over what should be covered in their review with the Vice Chair, Millie.
- Looking into training techniques and sessions to be ran in Rag Rep Training

Rag Profile

- Looking into new Stash ideas, this year Reps are getting Pjs as a new initiative brought in by Millie.

Finances

- Counting Money for Escape and Evade – deadline has just passed
- Trying to work out a total for the last 6 months
- Advertising and talking to people about our Grant Application Scheme

Charities and External Bodies

- Setting up meetings with charities Students have suggested we work with

Other

- Attended Mid Term Review with the rest of exec, and started to look at the next 6 months as Rag Chair
- Organised and designed new exec stash

Time Off in Lieu: Requested – 30th January AM (after Tough Guy)

Holiday:

Work Hours:

| | | | | | | | | |
|-------------|----------|------------|-------------|-------------|--------------|------------|---------------|-----------------|
| Exec Report | | Mon | Tues | Weds | Thurs | Fri | Sat | Sun |
| | Date | 12/12/11 | 13/12/11 | 14/12/11 | 15/12/11 | 16/12/11 | 17/12/11 | 18/12/11 |
| | Time in | Sick | 09.30 | 9.45 | 10 | 11 | - | - |
| | Time out | Sick | 22.15 | 21.30 | 19.45 | 18.00 | | |
| | Total | - | 12hrs 45 | 11hrs 45 | 9hrs 45 | 7hrs | - | - |
| | | | | | | | Total: | 41hrs 15 |
| Exec Report | | Mon | Tues | Weds | Thurs | Fri | Sat | Sun |
| | Date | 19.12.11 | 20.12.11 | 21.12.11 | 22.12.11 | 23.12.11 | 24.12.11. | 25.12.11 |
| | Time in | 9 | 9.30 | 9.45 | 9 | Hol | - | - |
| | Time out | 18.00 | 17.00 | 17.45 | 22.00 | Hol | - | - |
| | Total | 9hrs | 7hrs 30 | 8hrs | 11hrs | - | - | - |
| | | | | | | | Total: | 35.5 |
| Exec Report | | Mon | Tues | Weds | Thurs | Fri | Sat | Sun |
| | Date | 9/1/12 | 10/1/12 | 11/1/12 | 12/1/12 | 13/1/12/ | 14/1/12 | 15/1/12 |
| | Time in | Hol | Hol | *8.30 | *8.30 | 9.30 | 11 | - |
| | Time out | Hol | Hol | *18.00 | *18.00 | 18.00 | 12.30 | - |
| | Total | - | - | 9hrs 30 | 9hrs 30 | 8hrs 30 | 1hr 30 | |
| | | | | | | | Total: | 29hrs |
| Exec Report | | Mon | Tues | Weds | Thurs | Fri | Sat | Sun |
| | Date | 16/1/12 | 17/1/12 | 18/1/12 | 19/1/12 | 20/1/12 | 21/1/12 | 22/1/12 |
| | Time in | 10 | 9 | 9.30 | 10 | 10 | - | - |
| | Time out | 17.45 | 20.15 | 21.15 | 18.30 | 21.45 | - | - |

| | | | | | | | | |
|--|-------|---------|----------|----------|---------|----------|--------|--------------|
| | Total | 7hrs 45 | 11hrs 15 | 11hrs 45 | 8hrs 30 | 11hrs 45 | | |
| | | | | | | | Total: | 51hrs |

Items to note:

Had holiday until 10th January, hence why 4th – 8th January is not shown here.

Mid Term Review (*)