



Outline

Head of Services Department

About Nightline Association

Role Description

Services Department

Duties and Responsibilities

Department Management

Communication

Meetings & Events

Governance & Accountability

Essential Experience and Skills

Desirable Experience

Training

Commitment

How to apply



Nightline Association
Supporting, promoting and developing Nightlines

Head of Services Department

About Nightline Association

Nightlines provide an anonymous and confidential listening and information service, run by students for students at their university. They work to improve student mental health and wellbeing and are open at night when no other university welfare services are available. Nightline services now cover over 80 universities and colleges, or over 1.4 million students, across the UK thanks to an incredible team of over 2,500 trained student volunteers.

The Nightline Association is the umbrella charity that provides support, guidance and quality assurance for Nightline services across the UK. The Association is run almost entirely by volunteers whose energy, skills and passion are the driving force of supporting and developing the Nightline movement.

Role Description

Your primary responsibility is to lead one of the Association's seven departments of volunteers. Each department contains a number of volunteer teams, each led by a Team Lead.

You will be supported by the CEO, who will act as your main point of contact and line manager. You will also have access to the support of our other staff and Heads of Department.

Role Summary

Company:	Nightline Association
Role:	Voluntary role, travel expenses reimbursed
Term Limit:	Three years, with the possibility to be extended.
Location:	Remote working, open to applicants across the UK
Supported by:	CEO

