

NZSUG (NZ SAP USER GROUP) – NON ELECTED OFFICER OF THE EXECUTIVE

New Zealand SAP User Group (NZSUG) Incorporated is recruiting for the position of Non Elected Officer of the Executive.

**Who are we?**

NZSUG is an integral and central hub for the SAP User Group community within New Zealand. We provide forums for users of SAP, SAP’s partners and SAP themselves to network, share information and collaborate. We also network with the global User Group community bringing information and opportunities to New Zealand wherever possible. NZSUG is a volunteer organisation with no paid employees.

Non Elected Officers of the Executive committee work alongside all other Elected Officers supporting the growth of the organisation. Activities include (but not limited to):

* Event management
* Strategic planning
* Digital Marketing & Social media plans
* Writing communications to the User Group community
* Regular fortnightly Executive planning sessions (30 mins each fortnight)
* Selection and implementation of NZSUG’s internal systems

This role offers:

* The potential to be nominated to an Elected Officer role at our AGM
* Involvement in the growth of an Incorporated society
* Networking opportunities
* Opportunity for personal growth
* An elevated profile for you and your employing organisation

You will be:

* An enthusiastic self-starter
* A master in the art of time management
* Keen to work alongside and with the Elected Executive Officers
* A good communicator
* Able to maintain professional working relationships
* A believer in the power of social media
* Someone who places a high level of value on networking
* A supporter of SAP’s products and services
* able to separate your own opinions and that of your employing organisation from your role in the Executive
* Someone who works for an organisation who understands the value added by NZSUG (we can assist you in this) and has an SAP implemented product in New Zealand
* A member of NZSUG

These roles provide the opportunity to influence this incorporated society through a unique and exciting period of growth.



Time Commitment:

* Fortnightly Executive Meeting (currently 30 mins on a Thursday night from 7-7.30pm)
* Weekend planning days (2-3 weekends a year)
* Attendance at NZSUG Events (minimum of 2 events a year)
* Event planning and management (often 5-10 hours week in the 2 months leading up to an event)