

Communicating with academic staff

One of the most effective ways to promote your society is through word of mouth; speak to the people you know and if they're interested, encourage them to let others know about the society as well!

Academic staff speak to large numbers of students on a regular basis, so they are well placed to help you with this. If you ask nicely, they will probably be happy to help promote your society!

How to ask staff to help promote your society and its activities:

- Send them an email to explain what your society is and ask if they are able to promote it
 - Copy the Student Opportunities Coordinator into the email so they can help with any questions
- If staff are happy to help, the best thing they can do is to provide a few minutes at the start or end of classes for you to:
 - Introduce yourselves and the society to the class
 - Explain what you do
 - Let people know how to join
- If you can't join the session, ask if they can introduce your society for you
- This information could also be shared by email or other staff/student communications
- If you are an academic society, staff may also be able to help arrange your first meeting of the year. They will know your course timetables, so will be able to advise a potential time where you can bring students from different year groups together
- The Students' Union welcomes staff support for societies

Keep in mind: Any support academic staff provides you with will be in addition to their own work, so remember to always be patient and thank them for their help! Coming soon: Link to academic Staff Guide

