

General Board member HR (volunteer)

Stichting TINT Eindhoven

Do you have an affinity with human resources, are you strong in administrative work and do you want to contribute to the personal development of students in Eindhoven? Then read on quickly, because this vacancy may be something for you!

Your responsibilities as a General Board member HR

- Making new contacts with important players in the field of TINT
- Maintaining contacts with important players in the field of TINT
- Collaborating on thinking up and determining strategy
- Meeting once a month to discuss day-to-day business
- Use your own network to achieve TINT objectives

Human Resources

- Develop, implement and follow up an appropriate HR policy
- Working out employment contracts
- Processing of entry and exit from TINT team
- Register, report and act on regular leave and illness TINT team
- Organizing and conducting performance appraisals
- Inventory, implement and supervise development plans of team members
- Maintain contact with the Program Manager (this is the day-to-day manager of the team)
- Advise on ARBO, BHV, safety, working conditions, sickness and absenteeism files, etc.
- Point of contact for team questions
- Contact person payroll office and health and safety service

Your skills as a General Board member HR

- You have an affinity with students well-being and spirituality/religion
- You are good with people, you are a caring person
- You have HBO (BSc) work and thinking level in the HR field
- You have knowledge of concepts and laws surrounding personnel matters and insight into processes in the field of HR
- You master Google Drive, Docs & Sheets
- Experience with HR is a plus
- You have an average of about 8 hours a month to dedicate yourself to TINT
- You master both the Dutch and English language in word and writing
- You process information accurately and efficiently

What can you expect from TINT?

- You become part of a committed board team of volunteers
- Expanding your network
- The opportunity to make a difference around meaning, well-being and personal development in students
- Lots of freedom with regards to scheduling your hours
- Plenty of opportunities to develop yourself in your volunteer role
- A thank you for your contribution through dinner every (half) year

TINT in a nutshell

TINT offers students from TU/e, Fontys Hogescholen and Design Academy Eindhoven the opportunity to develop in the field of meaning, life questions, spirituality, compassion, connection and personal development. TINT helps students discover who they are and want to become, deal with challenges that come their way and explore important values in their lives.

TINT also aims to strengthen the development of the community on campus by connecting people and groups around personal themes from the lives of students. TINT pays particular attention to connections with international students and wants to reduce the chance that students fall outside all networks. TINT also contributes to the formation of the community by connecting and stimulating cooperation between organizations that work in the field of personal development, meaning, religion and a multicultural community. TINT works from a multi-religious and multicultural perspective.

In order to realize the mission and goals, TINT annually compiles a program of life coaching (pastoral care), events and workshops. Life coaching through individual conversations is an essential manner through which all students have been supported for many years, in gaining insight into their life questions, dealing with meaning in life, and dealing with their own, sometimes difficult situation. The events are organized by TINT itself or together with other parties and form the connection between working on personal development on the one hand, and community building on the other. During workshops themes are discussed in a more methodical way, and there is being worked on the development. In addition to these activities, TINT coordinates the umbrella organization for ideological and religious student associations: Credo. In the coordination of Credo, TINT encourages meeting, exchange and cooperation between students from different ideological and religious backgrounds.

In addition to these activities, TINT coordinates the umbrella organization for ideological and religious student associations: Credo. In the coordination of Credo, TINT encourages meeting, exchange and cooperation between students from different ideological and religious backgrounds. In addition to these regular activities, TINT also works on a project basis on themes such as loneliness, student well-being and discrimination. You can read how TINT implements this in practice at <https://www.tint-eindhoven.nl/>