

# Student Ambassador Program

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<b>Division:</b>	Students and Communities
<b>Department:</b>	Marketing and Student Attraction
<b>Classification:</b>	USQ Casual Professional Level 1
<b>Location:</b>	The USQ campus which you are enrolled
<b>Date:</b>	February 2017
<b>Responsible to:</b>	School Engagement Coordinator

## Your Opportunity

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Student Ambassadors are current students who assist with University recruitment activities including campus tours, University Open Days and visits to high schools (maybe even your own!). As a student ambassador you will do a variety of tasks such as public speaking, administration, relationship building with key stakeholders and event preparation and assistance.

## Our University

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USQ's culture forms a central part of our differentiation as a university. It has grown from a resolute commitment to engaging with colleagues, the community, industry and, most importantly, our students to create meaningful learning-based relationships. Through the successful provision of relevant higher education to one of the nation's most diverse student cohorts, USQ has forged a reputation for maximising potential through our commitment to seeing our students achieve, both academically and personally.

At USQ, you will experience a positive and friendly environment that offers a range of work-life balance initiatives, workplace diversity and innovation, professional development opportunities and flexible work and lifestyle options. As a University built on relationships, USQ supports its staff to reach their full potential as professionals committed to transforming communities and individuals, and to play a key role in the University's future success.

With campuses based in three south-east Queensland locations, education centres across Australia, a number of global partners and an international reputation as distance and online education experts, we truly are a regional University with a global perspective.

Connect with us to find out more.



## Your Team

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The Division of Students & Communities fosters a positive relationship with each of our students and communities to deliver memorable and engaging experiences, and to use each phase in the Student Learning Journey to build that relationship. The Division achieves these objectives through implementation of innovative student management practices, structures and processes.

This role is based within the Schools team, part of the wider Marketing and Student Attraction team. This team raises the profile of the University to generate interest in studying at USQ and convert that interest into enrolments. Marketing and Student Attraction is a professional team who is responsible for engaging with prospective students with a focus on innovative and targeted marketing communications and exceptional customer service through the recruitment and admissions process. Brand and reputation management is at the core of our student engagement and communication via USQ website, customer relationship management strategies, student facing events, school engagement, marketing through traditional channels and our dynamic social media channels.

## Your Organisational Relationships

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Internal:

- Reports to: School Engagement Coordinator (Toowoomba)
- Member of: School Engagement Team, School Engagement Working Party
- Key contacts: School Engagement Manager, School Engagement Marketing Officers on other campuses, Faculty Outreach and Engagement Officers

External:

- Schools in the Toowoomba catchment
- Other Universities
- Higher education marketing and other professional bodies

## Is This The Role For You?

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Are you a proud USQ student?

Do you want to improve your public relations, communication and leadership skills?

Do you enjoy working as part of a team and helping others make informed choices about their future?

Then join the USQ Student Ambassador team!

Student Ambassadors are current students who promote USQ and share their experiences with prospective students who will be considering career choices. Ambassadors are responsible for assisting with university recruitment activities including campus tours, university Open Days, general administrative tasks, and visits to TAFEs and high schools.

The Student Ambassador program can equip you with skills that will be attractive to future employers who desire graduates with excellent communication and organisational skills. It's also an opportunity to inspire others to consider tertiary education as an option for their future. Whether you're a school leaver, extended gapper or a mature-aged student, apply to be a USQ Student Ambassador - we want a great mix of representatives! Positions are available at USQ Toowoomba, USQ Ipswich and USQ Springfield.

Please note the work is on a casual basis, as needed, so hours will vary from week to week. However we will try to provide as much notice as possible so you can fit the work around your study schedule.

The base level Student Ambassador wage is \$30.12. Any travel costs incurred during shifts are also reimbursed.

Please note possession or working towards a current Driver's Licence is ideal as travel may be required. A working with Children check (Blue Card) is required.



## How Do You Apply?

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**If you think you can bring this role to life, we invite you to submit your resume/CV along with a two page statement outlining your motivation and suitability for the role.**

A statement of claim gives you the opportunity to highlight the main points of your claim to the role. You should therefore highlight your key strengths, accomplishments and achievements and demonstrate why you would be a good fit for the role.

In preparing your statement of claim, we suggest you consider the following key questions:

- Can you do the job? That is, do you have the right qualifications, knowledge, skills, abilities and experience?
- Will you do the job well? Are you motivated, dependable and enthusiastic?
- Will you fit into the organisation? Are your values and goals a good match?

Your statement should be short and specific (no more than two A4 pages) and include details of the role for which you are applying, a brief introduction about yourself and a summary of your relevant skills, qualifications and experience and achievements.

Please also address these below questions:

- The degree program you are studying
- Which year of your degree you are in
- Your current GPA (if you have completed a semester of study)

For details on how to lodge your application please visit: [www.usq.edu.au/ambassadors](http://www.usq.edu.au/ambassadors)

