

Student Ambassador Job Description

Responsibilities

Including, but are not limited to, the following:

- To promote University Centre Weston (UCW) at a range of recruitment and outreach events in local schools, colleges and sixth forms.
- Offer information on and your experiences of student life at UCW e.g. student experience, course structure and content, student finance and support and student accommodation (if applicable).
- To provide campus tours to various group sizes and ages.
- To assist staff in delivering HE taster sessions and UCW Open Days, talking to visitors and prospective students confidently about your course and student life.
- To support regional widening participation initiatives to raise aspirations of children in low participation neighbourhoods.
- Use digital platforms such as Unibuddy and Microsoft teams to engage with prospective students. To record content or write blogs to be used in schools and colleges and on social media.

Requirements

Essential	Desirable
Excellent communication and teamworking skills.	Experience working with people currently underrepresented in HE (e.g. Black and Minority Ethnic students, white working-class boys, mature students, disabled students, young carers or care leavers)
Must be reliable, have good time keeping and use your initiative.	Previous experience of working with children and young people.
A professional attitude with good customer service skills.	Hold a full, clean driving licence and have access to own vehicle.
Must be comfortable using technology including Microsoft Teams.	Confidence/willingness to speak to large groups of people.

Rewards and Recognition

- £9.91 per hour payment plus 17.1% holiday.
- Addition to your CV with experienced ambassadors able to claim a job reference from the Higher Education Academic Registry Team (HEART).
- Contributes towards Student Engagement and Achievement (SEA) Award.
- A free UCW Hoody and t-shirt to be worn at all student ambassador events.

Days and times of work will vary but most events will be during normal working hours. As a guideline, students are recommended to work a maximum of 16 hours per week including any other part time jobs. For queries email ambassadors@ucw.ac.uk in the first instance.