Job title: Global Opportunities Student Ambassador

Hours: Flexible throughout the year – there are no set hours. When an opportunity to work comes up, Student Ambassadors will be contacted via email and work is allocated on a first come, first served basis.

Job summary:
Being a Student Ambassador for Global Opportunities & Exchanges is a great way to get involved in your University, gain valuable transferable skills for the future by sharing your experience of studying or working abroad, and it counts towards your HEAR. You’ll also learn more about the University, experience working in a professional and fun environment, improve your communication and interpersonal skills, gain experience of working in a team and develop essential customer service skills.

Student Ambassadors get involved in a range of activities so you can tailor your work to build up your experience.

Typical work involves:
- Writing about your experience and contributing to a student blog
- Contributing to our social media content
- Taking part in photo/video shoots
- Giving campus tours to incoming visitors
- Promoting the opportunities on offer at Sheffield on Open Days by answering questions from prospective students and their families
- Giving presentations at Open Days and other events about your experience as a student
- Assisting with our biggest event of the year, the Global Opportunities Fair – working on the day and promoting in advance.

You will receive a full training session after you are appointed giving you a general outline of the role of Student Ambassador and the type of work you will be doing, with individual briefings held before events.

Personal specification:
- Ability to promote international work and study opportunities, and an understanding of the challenges faced by participants
- Excellent presentation and communication skills, both written and verbal
- Excellent interpersonal skills – must be able to talk clearly and confidently to both individuals and groups
- Reliable and able to uphold commitments
- Approachable and enthusiastic
- Able to work independently and as part of a team, and be proactive
- Good organisational skills – able to manage time to ensure work/study balance
- Present self in an appropriate and professional manner

How to apply
Applicants should complete the online application form by 12 noon on 31/05/19.