

Position Description – Student Ambassador

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| Position Title: | ECMS Student Ambassador |
| University Area: | Faculty of Engineering, Computer and Mathematical Sciences |
| Reporting to: | Volunteer & Ambassador Coordinator |
| Position Overview: | The role includes welcoming students, providing information about the event and passing on directions. |
| Key Responsibilities: | <ul style="list-style-type: none"> • To welcome students and give school groups an event overview • To engage with students during ECMS activities • To assist students to complete activities • To encourage conversations around higher education and careers in STEM • To act as an ambassador for the Faculty of ECMS • To engage with students during ECMS activities • Managing groups of prospective students at events • To chaperone students around campus • To assist with event set-up and pack down (putting out signage, setting up rooms, pack down after events) • To assist the event coordinator and direct and support fellow volunteers and ambassadors. |
| Essential Criteria: | <ul style="list-style-type: none"> • Current ECMS student • An interest in working with primary and high school students • Excellent communication skills • Reliability, punctuality and commitment to the program • Enthusiastic and encouraging attitude • Confidence in speaking to groups of students • Capable of thinking on your feet and adapting to special circumstances if necessary • Being able to clearly explain instructions and give directions • Attend event briefing session • Attend post event debrief and feedback session |
| Commitment Required: | Events run throughout the semester, usually with a time commitment of 4 hours. Volunteers can nominate which events they would like to assist with. |
| Training Provided: | <ul style="list-style-type: none"> • Training as required |
| Benefits for Volunteers: | <ul style="list-style-type: none"> • The knowledge that you have helped primary and high school students achieve positive educational outcomes • A sense of pride and satisfaction for contributing to the community • Development of leadership, communication and interpersonal skills • Increased access to professional networks and the potential to develop new friendships • A great addition to resumes; volunteer work is always considered positively by potential employers |

Position Description – Student Volunteer

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| Position Title: | ECMS Student Volunteer |
| University Area: | Faculty of Engineering, Computer and Mathematical Sciences |
| Reporting to: | Volunteer & Ambassador Coordinator |
| Position Overview: | The Event Assistants work with the Event Coordinator during ECMS events. |
| Key Responsibilities: | <p>These could include;</p> <ul style="list-style-type: none"> To welcome students onto campus and give school groups an event overview To engage with students during ECMS activities To assist students to complete activities To encourage conversations around higher education and careers in STEM To chaperone students around campus To assist with event set-up and pack down (putting out signage, setting up rooms, pack down after events) To assist with event preparation (name tags, signage, fill show bags) |
| Essential Criteria: | <ul style="list-style-type: none"> Current ECMS student An interest in working with primary and high school students Excellent communication skills Reliability, punctuality and commitment to the program Enthusiastic and encouraging attitude Confidence in speaking to groups of school students Capable of thinking on your feet and adapting to special circumstances if necessary Excellent communication skills Being able to clearly explain instructions and give directions Attend event briefing session Attend post event debrief and feedback session |
| Commitment Required: | Events run throughout the semester, usually with a time commitment of 3 to 4 hours. Volunteers can nominate which events they would like to assist with. |
| Training Provided: | <ul style="list-style-type: none"> Training as required |
| Benefits for Volunteers: | <ul style="list-style-type: none"> The knowledge that you have helped primary and high school students achieve positive educational outcomes A sense of pride and satisfaction for contributing to the community Development of leadership, communication and interpersonal skills Increased access to professional networks and the potential to develop new friendships A great addition to resumes; volunteer work is always considered positively by potential employers |