Schools & Colleges Liaison Service
Student Ambassador Job Description

Job Title: Student Ambassador  Grade: 3
Department: Schools & Colleges Liaison  Dates: September 2017 – July 2018
Responsible to: Scheme Co-ordinator  Hours: Ad hoc

Main Objectives:

To share your experience of university and student life with school students aged between 10yrs and 18yrs. This will operate through visits to the campus and attending visits in schools and colleges.

To offer basic guidance to school or college students and members of the public, with regard to the University of Huddersfield experience.

Main Duties and Responsibilities:

1) To supervise and support groups of school children when visiting the University campus whilst facilitated by a member of Schools and Colleges Liaison Service (SCLS).

2) To encourage school/college students to take part in Higher Education games and activities (previously devised by SCLS) and explain the terminology of Higher Education.

3) To conduct campus tours for school/college students, teachers/ advisers, prospective students, families and members of the public.

4) To take part in informal student panels sharing examples of your university experience with students or members of the public.

5) To guide visitors on campus to various locations during events.

6) To assist with dismantling and tidying event spaces.

7) Promote a positive image of the University at all times.

8) Any other duties pertinent to the grade of the post that might be requested at any time.

9) Complete mandatory training as part of the scheme training programme.

10) Adhere to all safeguarding and health & safety procedures as instructed.