

**JOB DESCRIPTION FOR BNU STUDENT AMBASSADOR**

Our Student Ambassadors are current BNU students who work with the Marketing, Student Recruitment & Communications team to support a variety of roles across the university.

**JOB TITLE:** Student Ambassador

**LOCATION:** Shifts held on all campuses, plus external events around the country with some opportunities to travel outside the UK

**SALARY:** £11.02 per hour

**HOURS:** Various (shifts are not guaranteed)

**PROBATION PERIOD:** First 3 shifts

**RESPONSIBLE TO**: Senior Student Ambassador Officer

**Main Duties and Responsibilities**

1. To assist the Marketing, Student Recruitment & Communications team in the organisation and delivery of recruitment events and activites for the University.
2. To support prospective students in their understanding and interest in Higher Education by acting as a positive role model.
3. To develop an awareness of the University’s wide range of courses, general issues in student life and developments within and outside your immediate subject area.

**Person Specification**

* You should have good time management and organisational skills and be reliable.
* You should be approachable and friendly, and able to communicate effectively with your audience (parents, teachers, students).
* You should be confident and responsible.
* You should be happy to travel to events outside the University where you might be required to work on your own.
* You must be a student at Buckinghamshire New University.
* You should be enthusiastic about the University and life as a student at BNU.
* You should be happy with public speaking, although support can be provided.
* You should be able to act on your own initiative and be happy working independently or in a team.

Training is provided for all event types and the Senior Student Ambassador Officer can offer support if you would like to develop one of these skills.

**Shift examples**

The Student Ambassador role is varied by full training and support is provided. Shifts can include but are not limited to:

* Open Days
* Campus Tours
* Admin Support
* School Visits
* UCAS Fairs
* Futures Days
* Residential Events
* Clearing
* Applicant Visit Days
* Virtual Open Days
* Digital Content creation.