



Position Description- UOWx Ambassador

Position Title: UOWx Ambassador
Position Type: Casual
Rate: University of Wollongong Casual Rate 1
Division: Student Engagement & Employability | UOWx
Campus: Taking applications from all Australian UOW onshore campuses

POSITION PURPOSE

This role will work across the Student Engagement & Employability Unit within the portfolio of the Pro Vice-Chancellor (Students). UOWx connects students with valuable co-curricular activities that are offered at the University of Wollongong. The personal and professional development gained through these activities is formally recognised through the UOWx Record and UOWx Award.

As a UOWx Ambassador, you will be responsible for:

- Facilitating UOWx planning sessions
- Peer mentoring and coaching activities associated with UOWx programs
- Running information sessions or stalls (if applicable)
- Assisting with the delivery and promotion of the UOWx events
- Project and research work relating to UOWx initiatives
- Attending UOWx team meetings
- Engaging in professional development initiatives

SELECTION CRITERIA

ESSENTIAL:

- Current or previous involvement with a UOWx co-curricular recognised role
- Possess a sophisticated understanding of co-curricular and UOWx recognised activities on offer at UOW
- Well-developed interpersonal, written and verbal communication skills, with an ability to present to varied audiences
- Strong organisational skills (time management, record keeping)
- Demonstrated problem-solving skills which can be applied when assisting students in a variety of settings, including a cross-cultural setting
- Available for one day of training in the week commencing 15th February 2021
- Current UOW student studying at any of UOW's Australian Campuses in 2021

DESIRABLE:

- Experience presenting or delivering content via Zoom or online platforms

HOURS OF WORK

After university timetables have been finalised, shifts will be allocated for the session. You will be expected to work approximately 5 hours a fortnight during session.

REMUNERATION

The rate of pay for UOWx Ambassadors is Professional Services Staff Casual Rate 1.

HOW DO I APPLY

You must complete an [online application addressing the selection criteria](#). Any questions can be directed to uowx@uow.edu.au with 'UOWx Ambassador 2021 application' in the subject line. Interviews will be held Wednesday 27th January 2021.

KEY DATES

Applications Close: 17th January 5pm

***Interviews:** January 27th | Held virtually

***Training:** February 16th | For students not from Wollongong campus a virtual option to be made available.

*Interview and training dates are subject to change and will be confirmed closer to the date.