DATE
2016/01

ROLE DESCRIPTION
INTERNATIONAL STUDENT RECRUITMENT ALUMNI AMBASSADOR (VOLUNTARY POSITION)

Alumni Relations at the University of Sydney

The University of Sydney is a large and diverse institution with a broad range of disciplines. We thrive on the strong shared identity that binds us together as a community, and it is this identity that shapes our strategic vision.

Our mission is to create a mutually beneficial Alumni Relations program that will strengthen and engage the alumni community and support the University's vision for years to come.

Student Recruitment

The University of Sydney’s Strategic Plan commits the University to creating a seamless student experience from first enquiry to alumni engagement. This includes recruiting the most talented students; from a diversity of backgrounds; through a variety of channels and means into as broad a set of destination faculties and schools.

The Global Student Recruitment Team is responsible for delivering the University’s objectives in relation to recruiting and admitting outstanding domestic and international students across all programs and courses. The team liaises with external partners and internal stakeholders to deliver high quality recruitment activities and events; admissions and compliance practices and specialised international services from early outreach through to the point of enrolment.

The University of Sydney Office of Global Student Recruitment and Division of Alumni and Development are currently seeking recent graduates to share their University of Sydney story with future students by becoming a Student Recruitment Ambassador.

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<tr>
<th>Volunteer Role Title</th>
<th>International Student Recruitment Alumni Ambassador</th>
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<tbody>
<tr>
<td>Purpose of the position</td>
<td>As an Ambassador for University of Sydney work alongside University of Sydney staff at recruitment exhibitions and information sessions to deliver presentations and provide feedback on your experiences to increase the cultivation and recruitment of potential University of Sydney students</td>
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<tr>
<td>Location</td>
<td>Middle East, North and South East Asia, Subcontinent, Europe, North and Latin America</td>
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<td>Duration</td>
<td>3 years</td>
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<td>Hours</td>
<td>To be discussed with successful volunteers on a case by case basis but no more than a few hours a month.</td>
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| Key contacts                              | Alumni Volunteer Engagement Team  
University of Sydney Student Recruitment |
| Principal duties and responsibilities | • Attend recruitment exhibitions with University of Sydney staff.  
• May be asked to prepare and deliver a speech or sit on a panel to promote The University of Sydney to a wide range of audiences.  
• Professionally promote the University of Sydney to potential students.  
• Act as an Ambassador of the University at recruitment events and abide by the Universities “Code of Conduct”  
• Offer informal and practical advice to prospective students on different aspects including University programs, studying in Australia, life in Sydney and transition to employment.  
• Refer prospective students to appropriate officers.  
• Advocate on behalf of the University and promote student/alumni engagement |
| Desirable skills and attributes | • University of Sydney alumni who have graduated in the last 5 years.  
• Positive and constructive attitude and ability to contribute to a positive University of Sydney culture  
• Exceptional presentation and communication skills  
• Experience in public speaking and presenting in front of large and small audiences  
• Demonstrated leadership and relationship management skills  
• Ability to influence and motivate potential students to apply to the University of Sydney to study.  
• Commitment to promoting the mission and vision of the University  
• Ability to build productive and transparent partnership with University staff  
• Strong social and professional networks and willingness to leverage them for the University |
| Benefits of the role | • Professional experience  
• Extend their fellow alumni network  
• Make a meaningful contribution to our University, its alumni, students and stakeholders |