

Student Voice Ambassador Job Description

Role

Becoming a Student Voice Ambassador is a great way to share your views, ensure that the student voice is heard and help shape the future of City, University of London.

To date, Student Voice Ambassadors have been involved in the following opportunities:

- Focus groups on learning and teaching, City's Student Charter, Value for Money, and other topics
- Providing feedback on their experience and thoughts on race equality
- Creation of content for Welcome Week
- Video assistants for Academic Skills videos
- Student researchers on Decolonising the Curriculum
- Testers for the Student Advice team Chatbot

Duties and responsibilities

There are two types of roles available which are as follows:

Student Voice Ambassador

Responsible for:

- Providing feedback via surveys, focus groups and emails
- Contributing experiences, and insight to give a student perspective on the design and delivery of projects.

Paid £11.68 (inclusive of holiday pay)

Project Support Ambassador

Responsible for:

- Acting as ambassadors for projects, producing content and communications and supporting engagement with a broader pool of City students for the assigned projects.
- Supporting the implementation of projects, through generating student- and staff-facing content (e.g., copy for webpages, blog posts, testimonials and case studies), as well as collaboratively writing and producing guidance documents for relevant policies and processes.

Paid £19.96 (inclusive of holiday pay)

You are welcome to register your interest for one or both roles.

Requirements

- Be a current undergraduate or postgraduate City student
- Excellent communication and interpersonal skills
- Attention to detail
- Be enthusiastic and have a positive approach to university life and higher education
- Possess good time management skills and reliability
- Be adaptable, flexible, and proactive

- Have a commitment to customer service