

# AIT Student Ambassador Programme

*Help us build the AIT Community*

*Be part of our Future*

### **What is the Student Ambassador Programme?**

The Student Ambassador Programme is a group of current AIT undergraduate students who are selected to represent AIT to prospective students, their parents and guidance counsellors.

### **About the Student Recruitment Office**

The Student Recruitment Office manages the Student Ambassador Programme. The role of the Student Recruitment Office is to let prospective students know about the opportunities available to them at AIT, whether its talking directly to a student, or though parents or school guidance counsellors.

### **What is the role of a Student Ambassador?**

The role of a Student Ambassador is to give the real picture about life at AIT. In other words, what it is really like to be a student here from talking about your course, your typical day at AIT to student life, clubs, societies and campus facilities. Student Ambassadors positively promote AIT and the role includes assisting with presentations, helping at Open Days, assisting with campus tours, attending career fairs and joining the recruitment team on local school visits. Student ambassadors also contribute to AIT's social media presence by writing student blogs and recording posts for the AIT Snapchat account.



## Student Ambassador Structure

There will be two types of Student Ambassadors:

**Level 1:** Student Ambassador

**Level 2:** Senior Student Ambassador

All students entering the programme must begin as a Student Ambassador. All ambassadors are paid (subject to agreement). The more experienced you become, there is an opportunity to progress to a senior ambassador.

## Responsibilities of a Student Ambassador

Under the direction of the Student Recruitment Office you will:

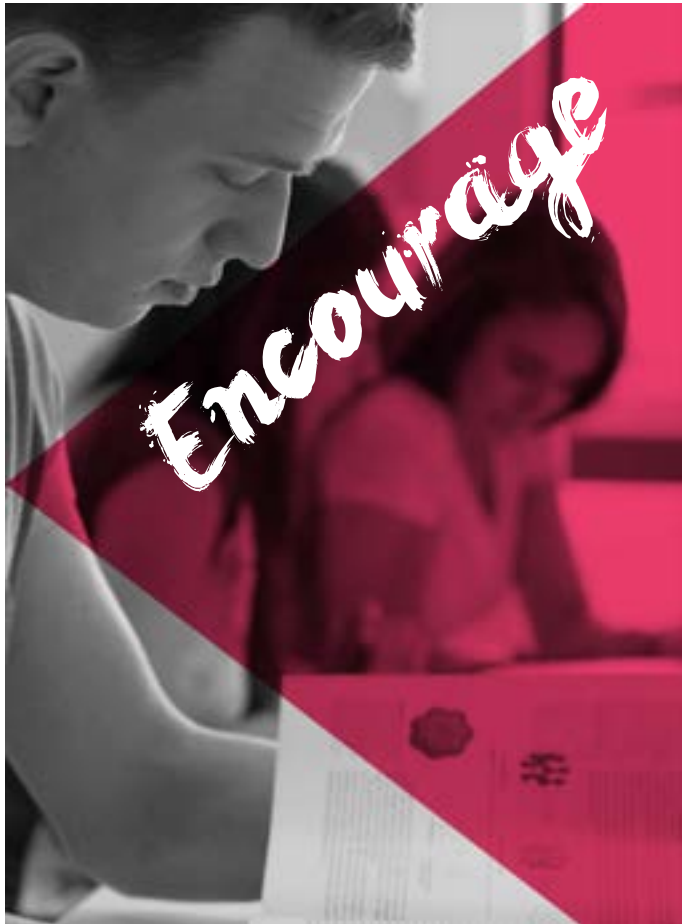
- Attend higher education fairs such as Higher Options in the RDS.
- Provide support before, during and after Open Days and other events on campus. This include guiding visitors around campus and event set up.
- Attend selected school visits with the School Recruitment Officer.

- Contribute to AIT's social media presence by writing student blogs and recording posts for the AIT Snapchat account.
- Assist with selected campus tours.

### *In addition to the above, a senior ambassador will:*

- Serve as a team lead at higher education fairs. This involves being responsible for a group of student ambassadors at events.
- Serve as a team lead during Open Days and for other events on-campus.
- Be knowledgeable about all undergraduate courses.
- Assist with higher education fairs with the student recruitment officer.





## Skills Required

The skills required to be considered for the Student Ambassador role are:

- Enthusiastic, personable, flexible and motivated.
- Good communications skills.
- Ability to work as part of a team.
- Ability to deal with people from diverse backgrounds.
- Positively disposed towards AIT.
- Basic knowledge of campus facilities.
- Successful in your academic studies.
- Ideally an active member of various clubs and societies.
- Full clean driving licence is desirable but not essential.

## Why become a Student Ambassador

Students participate on the programme for lots of different reasons such as:

- Certified 'Student Ambassador Badge' to be used on your CV, LinkedIn profile etc.
- Opportunity to improve communication, presentation, public speaking, networking and leadership skills, which are attractive to employers.
- Good addition to your CV.
- Making new friends.
- Learn about the student recruitment process.
- Student Ambassadors are paid! (T&C's apply)

## Hours of work

Each student ambassador will be expected to attend three school visits and two student recruitment events per year. Student ambassadors will also be expected to assist with AIT Open Days aswell as campus tours. This may vary depending on the time of year. Usually hours of work are between 9am to 5pm, Mon-Fri, however some event and weekend work is required during busy times.

**Remuneration** - €10 per hour. Payments will be made in full at the end of each academic semester.

## How to become a Student Ambassador

As a student Ambassador represents AIT, the application procedure involves three stages:

### 1. Application Form

Complete the application form and return it with your CV to the Student Recruitment Office email: [dseery@ait.ie](mailto:dseery@ait.ie).  
Closing date: Monday 8th May 2017

### 2. Interview

Attend an interview

***Please note that interview will take place the week commencing Monday 15th May 2017***

### 3. Training

Upon appointment, there will be a one day training session given by the student recruitment office. This training day will be confirmed at a later date. It is compulsory that all new ambassadors attend the training day.

## Any Questions?

All informal questions to be sent to:  
*Student Recruitment Office* [askus@ait.ie](mailto:askus@ait.ie)







## Why are you interested in becoming a Student Ambassador?

**Any other information that may help in assessing your application.** *(Please mention if you have worked as student helper at the AIT Open Days or at Higher Options in the RDS)*

**Referees** - *Please list two person from whom the Student Recruitment Office may request references on your behalf*

**Name**

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**Position Held**

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**Address**

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**Email**

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**Telephone**

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**Name**

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**Position Held**

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**Address**

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**Email**

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**Telephone**

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Closing date: email to [dseery@ait.ie](mailto:dseery@ait.ie) by 5pm on Monday 8th May 2017. Please note interviews will take place week commencing Monday 15th May 2017.

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