

# Faculty of Arts Graduate Ambassadors 2024 Position Description



THE UNIVERSITY OF  
MELBOURNE

Student Programs Team, Academic Support Office

Faculty of Arts, University of Melbourne

For queries, please contact [arts-studentprograms@unimelb.edu.au](mailto:arts-studentprograms@unimelb.edu.au)

## Key Timeline

**Application due date:** 15 January, 2024,  
11:59pm AEST

**Application outcome:** 9 February, 2024

**Training session:** 14 February, 2024

**Time commitment:** February –  
December, 2024 (10-12 hours in total)

**First Ambassador Opportunity:**  
*Orientation Week (19 February – 23  
February, 2024)*

## About the Program

**Arts Graduate Ambassadors are leaders within the Faculty of Arts.**

The Faculty of Arts Graduate Ambassador program was established in 2013 and represents a unique way in which students can get involved in supporting the current graduate coursework student community.

Ambassadors will: **suggest ideas** for how student life can be enhanced (liaising directly with key Faculty of Arts staff); **propose and develop new initiatives and activities** for students; **deliver peer-to-peer mentoring and support**; **contribute creatively** to a range of promotions and communications; and **access exclusive professional development opportunities**.

## Employment Type

Volunteer position

*\*Please note this position is unpaid*

## Duration

One academic year: February - December 2024

- Although this role provides scope for Ambassadors to become *more* involved if interest and availability permit, the **minimum total commitment is 10-12 hours between February – December 2024**

*Occasionally, this may involve after-hours involvement in the delivery of special events (optional)*

## Selection Process

**Submit your application online [here](#) by 15 January, 2024, 11:59pm AEST**

- <https://go.unimelb.edu.au/n2qs>



## Selection Criteria

Applicants must be:

- Currently enrolled on a full-time or part-time basis in a Faculty of Arts graduate coursework program (with at least one semester completed)
- Able to act in a professional manner as a student representative of the Graduate School of Humanities and Social Sciences
- Interested in building lasting connections between students, improving the overall graduate student experience, and providing mentoring and advising to peers
- A team player committed to carrying out roles and responsibilities as agreed, autonomously and/or as part of a group
- Actively invested in fostering the University's core values of respect, diversity, and inclusivity

Other useful skills include:

- Public speaking
- Social media know-how
- Event planning experience
- A thorough knowledge of your degree's structure and course planning requirements

## Ambassador Activities

- Help to develop new activities and programs for graduate students in Arts
- Assist and advise current or prospective graduate students
- Inspire other Arts students by leading initiatives and community building activities
- Advance skills by engaging in tailored professional development opportunities

## Previous activities included:

- Public speaking at a Graduate Orientation event
- Facilitating or participating in a panel
- Participating in a focus group
- Volunteering at Open Day
- Design or facilitate a special event based around a themed day or week (e.g. Pride Week, Employability Week, Mental Health Awareness Week)

## Additional Benefits

1. As a member of the Graduate Ambassador Program, you will be automatically invited to be a part of the **Arts Leadership Community**

- More info here: <https://go.unimelb.edu.au/8iqs>

1. **Melbourne Plus Accreditation**

- More info here: <https://go.unimelb.edu.au/5iqs>

## Eligibility & Inclusivity

We especially encourage Indigenous, Torres Strait Islander, LGBTQIA+, and students with disabilities to apply. Students of all ages, identities, and backgrounds are welcome.

*Successful applicants will need to hold or obtain a Victoria Working With Children Check.*



## Interested in joining?

**Apply now!**

- <https://go.unimelb.edu.au/n2qs>

For more info, see our website here:  
<https://go.unimelb.edu.au/8zqi>