STUDENT AMBASSADOR GUIDE

Be inspirational: be a student ambassador

www.kent.ac.uk
WHAT IS INVOLVED?

The Student Ambassador Scheme (SAS) recruits University of Kent students to represent the University in a variety of paid and voluntary activities.

Ambassadors are used for three main purposes:
• To raise aspirations (Outreach and Community)
• To recruit prospective applicants (University Recruitment)
• To represent their academic school (Subject Specific)

Being inspirational
While activities and target groups range tremendously, they are unified by a central aim: to raise aspirations and enable prospective students to make informed decisions about higher education. We know that the best people to help run these activities are University students whose unique perspective can engage and inspire the people we work with.

Student Ambassadors are vital to the activities of numerous departments across the University of Kent and this brochure provides a definitive guide to how you can join the scheme.

For more information please see, www.kent.ac.uk/ambassadors

“I would not be where I am now without the skills and knowledge gained on the Student Ambassador Scheme. It made me feel valued and challenged with the level of responsibility and trust that was placed in us.”

Ambassador alumnus

Passionate about higher education?

Love your course and want to share this with others?

Want to encourage people to apply to the University of Kent?

Want to inspire others to benefit from higher education?

Then you may have what it takes to become a student ambassador
KEY REASONS FOR JOINING US

Change people’s lives
Helping people gain access to university can be incredibly rewarding. Every year we hear of students from our Partner Schools who have gained places at university after being inspired by a student ambassador.

Some of these students have been so inspired they become Kent students and go on to join the scheme.

Challenging, exciting work
The decisive difference between the Student Ambassador Scheme and other part-time employment is the huge variety of opportunities you are able to access.

No two days are the same as a student ambassador. One day you could be in a primary school helping students use their literacy skills to create spells, another day you could be on campus helping sixth formers use their scientific knowledge to make edible ice cream with liquid nitrogen!

The variety and excitement we build into such events ensures they are not only engaging and engrossing for the students we work with, but also for the ambassadors supporting them.

Opportunities for genuine progression
The huge range of roles available to student ambassadors means that the scheme presents many opportunities to develop expertise, and take on further responsibility.

Equally, if there’s a part of the scheme that does not interest you then you can choose not to work within that area.

Boost your employability with expert training
To support the professional development of our ambassadors we offer an excellent range of training to ensure that ambassadors are confident and well prepared for the variety of roles and challenges the scheme presents.

We are also committed to boosting our ambassadors’ employability through our personal development programme. Throughout the year we provide training and insight in important skills such as interview techniques and networking skills.

Join the ambassador community
One of the real strengths of the scheme has been the platform it provides for our ambassadors to meet students from different courses and backgrounds. Age, nationality and educational upbringing all vary tremendously, providing a wealth of experience which benefits the scheme. We support this by organising social events and support networks where more experienced ambassadors can help our newer recruits.

We often find that the commitment of our ambassadors does not end the day they graduate and many stay in touch afterwards. This contributes to a vibrant ambassador community where our graduates, who often go on to excel in their chosen career path, are able to offer guidance and even sometimes internships to our current ambassadors.

Did you know?
During its ten-year history the scheme has provided opportunities for over 1,000 University of Kent students who have carried out over 50,000 hours of paid work and volunteering and inspired over 20,000 students.
OUTREACH AND COMMUNITY

Do you believe everybody has the right to decide whether higher education is for them? If so, then you should consider outreach and community work.

Outreach and community projects are the source of the majority of work within the Student Ambassador Scheme. This work has two main purposes:
• To promote access to higher education both at the University of Kent and beyond
• To raise awareness of the benefits higher education provides and to support learners of all ages and backgrounds across the county of Kent.

Access to learning
The University of Kent has a proud tradition of running activities with these aims, long before government policy required higher education institutions to commit to such work. Our dedication to raising aspirations and promoting learning has inspired our involvement in the local community, encouraging people to reassess the value of higher education and the part that it can play in their lives.

As a result of this tradition, University of Kent students are able to receive part-time employment supporting a huge range of activities that fulfil these purposes.

Where do these take place?
Although there are many events which take place on our Canterbury and Medway campuses, the majority of them are delivered in venues off campus. The University has formal partnerships with over 40 secondary schools (along with their feeder primary schools) and further education colleges. There are also links with Adult Education Centres and numerous community groups.

You can see the full list at: www.kent.ac.uk/secondary/partner (for schools) www.kent.ac.uk/associate (for colleges).

What kinds of activities are involved?
There is no such thing as a typical activity but here are just a few examples:

- Campus visits
- UCAS support modules in secondary schools and colleges
- Forensic Science Day
- Higher education presentations
- Robot Challenge Day
- Subject taster sessions
- Academic mentoring support
- Residential summer schools on university life
- Family campus visit events
- Literacy support modules in primary schools

“Working in schools has definitely helped me to decide teaching was for me – the experience was amazing. Thank you!”
Ambassador alumnus

DID YOU KNOW?
In 2012 the Mature Ambassador Scheme was launched, giving mature students an opportunity to provide support to other projects engaging other adult learners in the community. See p6 for more information.
The Student Ambassador Scheme also offers you the opportunity to share your passion for this University or your subject.

In focus: University recruitment
Do you relish the challenge of persuading people to study at the University of Kent? Then recruitment may well be for you.

Recruitment gives students an opportunity to play an active role in encouraging prospective applicants to apply specifically to the University of Kent.

What types of activities are involved?
- University Open Days
- UCAS Visit Days
- Answering the Clearing Hotline
- Campus visits

Where do these take place?
All events take place on the Medway and Canterbury campuses.

In focus: Subject specific
Are you passionate about your course and do you want to share this with others? Then subject specific work may be of interest to you.

Subject specific work can incorporate both outreach projects and University recruitment activities. What distinguishes it from the first two strands is that these activities are specific to your academic school and are therefore subject focused.

You can find out what opportunities are available through your academic school at www.kent.ac.uk/ambassadors/studentinfo/ac-schs.html

Student Ambassador Douglas Ssekyanzi is studying Pharmacy at our Medway campus.

‘As a Lead Ambassador I organise events on campus, ensuring they run smoothly. I deliver talks to young people and parents on topics ranging from UCAS application forms, writing a personal statement, student finance and my favourite, ‘Why go to university?’

‘Being an ambassador has made me a more rounded student; my organisation, interpersonal, time-management and communication skills have greatly improved.’
WHAT KIND OF AMBASSADOR CAN I BE?

The variety of the Student Ambassador Scheme is reflected in the range of roles available. You can apply for as many or as few as you like.

Schools Ambassador
Do you care about helping students create a better future for themselves? As a Schools Ambassador you support outreach activities in schools and colleges across Kent, helping to raise the aspirations of thousands of young people.

General Ambassador
Would you enjoy delivering campus tours and helping visitors find out more about the University of Kent? As a General Ambassador you support Kent’s recruitment activities in a variety of on-campus events.

Higher Education Information Ambassador
Does the challenge of delivering presentations on higher education to large audiences excite you? As a Higher Education Information (HEI) Ambassador you use your public speaking skills to deliver talks at venues throughout Kent.

Mentor Ambassadors
Are you a naturally supportive and caring person who enjoys helping students overcome personal obstacles? As a Mentor Ambassador you provide focused and sustained aspiration-raising support to students who need extra help.

Evaluation and Research Ambassadors
Are you good at facilitating discussions and enjoy influencing policies and procedures? As an Evaluation and Research (EAR) Ambassador you run exercises such as focus groups to help us make the ambassador scheme even better.

Mature Ambassador
Do you have life experience skills acquired before coming to university which you can use to help other mature students? As a Mature Ambassador you support most of the work we do with adult learners in the community and can gain an accredited teaching qualification.

Subject/PhD Ambassadors
Are you enthusiastic about a particular subject and want to assist with subject-specific sessions? Or do you have an excellent knowledge of higher education and the confidence to lead sessions on the subject? As a Subject or PhD Ambassador you can help devise and run sessions in your areas of expertise.

Volunteer Ambassadors
Do you want to boost your volunteering hours on a variety of projects? As a Volunteer Ambassador you assist on a range of events both on and off campus.

After you have gained experience within these roles you may be promoted to the role of Lead Ambassador and become one of the scheme’s Student Leaders.
**FAQs**

I have a busy timetable this year, is it still worth applying?  
Yes. We are often told that one of the great things about the scheme is its flexibility. While we expect ambassadors to work on a regular basis, there is no set number of hours you must work each month. This enables you to fit work around your other commitments.

Will I be able to work on both campuses?  
Yes, although we have dedicated teams of ambassadors based at our Medway and Canterbury campuses, ambassadors can work at both.

If I have to travel to a school will transport be provided?  
Ambassadors are expected to arrange their own transport to all ambassador work. This can involve planning car, train and bus routes or organising a lift with a colleague.

Can I claim for the cost of travelling to off-campus events?  
Absolutely. We will reimburse ambassadors for any commuting costs they incur. We also pay ambassadors a commuting allowance for the time they spend travelling to and from events.

I am an international student, can I still apply?  
Yes, we welcome applications from all Kent students.

Okay, you’ve persuaded me. How do I become an Ambassador?  
Great news! We will announce all employment opportunities for the scheme via our website (www.kent.ac.uk/ambassadors) so please check there for the latest details.

I still have some questions.  
Go to our website www.kent.ac.uk/ambassadors to find out more. If you still have queries, please email us at ambassadors@kent.ac.uk

An application form can be downloaded via our website www.kent.ac.uk/ambassadors Please submit your form via email to ambassadors@kent.ac.uk

**Terms and conditions:** the University reserves the right to make variations to the content and delivery of courses and other services, or to discontinue courses and other services, if such action is reasonably considered to be necessary. If the University discontinues any course, it will endeavour to provide a suitable alternative. To register for a programme of study, all students must agree to abide by the University Regulations (available online at: www.kent.ac.uk/regulations/).

**Data protection:** for administrative, academic and health and safety reasons, the University needs to process information about its students. Full registration as a student of the University is subject to your consent to process such information.