

## **Student Ambassador Person Specification**

- Experience of communicating with groups of young people
- Knowledge / awareness of Widening Participation objectives
- Awareness of the challenges that face young people from lower socio-economic and Widening Participation backgrounds when making their transition to Higher Education
- Experience of working in a service environment
- Previous clerical or administrative experience
- Current student at London Metropolitan University
- Be prepared to train to increase course and qualifications knowledge
- Willing to satisfy an enhanced Disclosure and Barring Service Check
- Have an enthusiasm for working with people from various age groups and experiences
- A positive role model for young people
- Have well-developed written and oral communication skills
- Able to share your experience of life, school, university and work with people who may benefit from it
- Ability to work effectively on your own and as part of a team, and to lead a group students/guests
- The ability to exercise confidentiality and discretion
- Excellent organisational and time management skills
- Ability to display enthusiasm about Higher Education and its benefits
- Excellent interpersonal skills – including exceptional spoken English and the ability to effectively communicate to small groups of people
- Accuracy and attention to detail
- Ability to liaise effectively with academic and other administrative staff
- Ability to assimilate information quickly
- Ability to work under pressure while remaining calm and good natured
- Ability to follow procedures accurately
- An understanding of, and ability to promote, London Metropolitan University.
- A caring attitude towards potential applicants.
- Hard working and flexible attitude to work
- Have a positive approach to assigned tasks
- Have good attendance and timekeeping record
- Have an appreciation of equal opportunities issues