

## Job description

Post title	Widening Participation Student Ambassador
Department/Division/Directorate	Widening Participation Department
Responsible to	Widening Participation Officer

### Role purpose

- To assist in the support and delivery of the department's year-long programme of widening participation activities at King's and throughout Greater London.
- To be a positive student role model to encourage young people from under-represented backgrounds to consider higher education as a viable and attractive option.
- To offer support to young people, mature learners and fellow staff members involved in the activities, in a safe and friendly manner.

### Role outline

#### Key responsibilities and objectives of the job:

- To work with and for the Student Ambassador Programme on campus, off campus and online.
- To work with young people, academics, parents and guests at a range of widening participation activities, including K+ and King's Scholars events, academic-led initiatives and those run in collaboration with strategic partners on and off campus.
- To assist at careers/higher education fairs and events in widening participation target schools.
- To offer young people information, advice and guidance related to university, e.g. application advice.
- To support and facilitate regular learning activities with young people in widening participation targeted secondary schools.
- To work with young people and teachers and assist with the delivery of widening participation summer schools.
- To be a positive student role model encouraging young people to consider higher education as a viable and attractive option.

## General

All ambassadors are expected to adhere to King's policies and procedures.

This role is flexible around your studies. The hours of work per week will vary depending on event requirements. There is no minimum hours required to work per week, however students are expected to work a minimum of 8 hours throughout the academic year. Ambassadors are paid the London living wage. At the time of writing this is currently £10.85 an hour. Students are able to work a maximum of 20 hours per week for the university.

## Date

September 2021

## Please note

This job description reflects the core activities of the role and as the College and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager. The Human Resources department should then be consulted as to the implications of the proposed changes.

# Person Specification

Eligibility to work in the United Kingdom

The advertising of this post has not been compliant with UKBA guidelines for candidates who need to apply for a Certificate of Sponsorship to work in the UK.

Criteria	E S S E N T I A L	D E S I R A B L E	<b>HOW IDENTIFIED AND ASSESSED</b>  AP: Application  I: Interview  P: Presentation
Knowledge/skills			

Ability to work well with children and/or young people	*		AP
Knowledge of Higher Education and/or Widening Participation initiatives	*		AP, I
Confident face to face manner	*		I
Excellent verbal communication skills	*		I
Confident and persuasive public speaker		*	I, P
Absorbing and assimilating information with rapidity and delivering with confidence to others at short notice	*		AP, I, P
Thorough understanding of post-16 qualifications and UCAS application procedure in England		*	AP, I
<b>Experience</b>			
Experience working with children/and or young people		*	AP, I
Experience of giving presentations		*	AP, I
<b>Personal characteristics/other requirements</b>			
Current student at King's College London	*		AP, I
Proactive approach with initiative and drive	*		AP, I
A good team player	*		AP, I
Excellent punctuality and highly organised	*		AP
Enthusiasm for widening participation and higher education	*		AP, I
Willingness to work out of hours & occasionally travel for work as necessary	*		AP, I

## Job description

Post title	Outreach for Medicine Student Ambassador
Department/Division/Directorate	Outreach for Medicine, Widening Participation Department
Responsible to	Widening Participation Officer

### Role purpose

- To assist in the support and delivery of the department's year-long programme of Outreach for Medicine widening participation activities at King's and throughout Greater London.
- To be a positive student role model to encourage young people from under-represented backgrounds to consider higher education as a viable and attractive option.
- To offer support to young people, mature learners and fellow staff members involved in the activities, in a safe and friendly manner.

### Role outline

#### Key responsibilities and objectives of the job:

**This role is only open to students studying on the Extended Medical Degree Programme**

- To work with and for the Student Ambassador Programme on campus, off campus and online.
- To work with young people, academics, parents and guests at a range of Outreach for Medicine widening participation activities, including; Medicine and Dentistry Lecture Series, Medical Activity Days, After School Club, Primary School Visits, Inside Med, Med & Dent lecture series and those run-in collaboration with strategic partners on and off campus.
- To deliver medical themed workshops including activities such as blood pressure, blood taking, suturing, CPR, choking, bandaging etc.
- To be a source of information on medical topics related to respective workshops.
- To assist at careers/higher education fairs and events in widening participation target schools
- To offer young people information, advice and guidance related to university, e.g. application advice including; UCAS, UCAT, Personal Statements and Interviews.
- To support and facilitate regular learning activities with young people in widening participation targeted primary and secondary schools.
- To be a positive student role model encouraging young people to consider higher education as a viable and attractive option.

## General

All ambassadors are expected to adhere to King's policies and procedures.

This role is flexible around your studies. The hours of work per week will vary depending on event requirements. There is no minimum hours required to work per week, however students are expected to work a minimum of 8 hours throughout the academic year. Ambassadors are paid the London living wage. At the time of writing this is currently £10.85 an hour. Students are able to work a maximum of 20 hours per week for the university.

## Date

September 2021

## Please note

This job description reflects the core activities of the role and as the College and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

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# Person Specification

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Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED  AP: Application I: Interview P: Presentation
Knowledge/skills			
Ability to work well with children and/or young people	*		AP

Knowledge of medical topics related to biology and chemistry subjects at A level	*		AP, I
Knowledge of Higher Education and/or Widening Participation initiatives		*	AP, I
Confident face to face manner	*		I
Excellent verbal communication skills	*		I
Confident and persuasive public speaker		*	I, P
Absorbing and assimilating information with rapidity and delivering with confidence to others at short notice	*		AP, I, P
Thorough understanding of post-16 qualifications and UCAS application procedure in England		*	AP, I
<b>Experience</b>			
Experience working with children/and or young people	*		AP, I
Experience of giving presentations		*	AP, I
<b>Personal characteristics/other requirements</b>			
Current student at King's College London studying the Extended Medical Degree Programme	*		AP, I
Proactive approach with initiative and drive	*		AP, I
A good team player	*		AP, I
Excellent punctuality and highly organised	*		AP
Enthusiasm for widening participation and higher education	*		AP, I
Willingness to work out of hours & occasionally travel for work as necessary	*		AP, I

