

Student Services Student Partners Casual Positions 2017

Position: Student Services Student Partners

Applications close: Monday, 12 September 2016

Hours: Casual (there is no guarantee of the number of hours)

Pay Level: HEW 2 (2016 rate: \$31.65 per hour)

Campuses and number of positions:

Gold Coast (15), Logan (6), Mt Gravatt (5), Nathan (12) and South Bank (5)

Details:

Student Services requires students from all campuses to work as Student Partners on a casual basis in 2017. **Successful applicants will assist with promoting and delivering University services as well as providing information to commencing and future students.** Training and support will be provided.

Selection Criteria: Applicants are required to meet the following selection criteria:

Essential:

- Available for a six-hour training session (paid) on the following date:

Nathan/South Bank	Tuesday, 31 January 2017 (will be held at Nathan campus)
Gold Coast	Thursday, 2 February 2017
Logan/ Mt Gravatt	Friday, 3 February 2017 (will be held at Logan campus)

Students who are not able to attend a training session will not be considered.

- Committed to the Student Partner role and available for casual work in 2017.
- Have successfully completed at least one semester of study at Griffith and committed to studying at Griffith in 2017 (whole year)
- Very good communication and interpersonal skills, including the ability to initiate conversation with people from diverse backgrounds
- Ability to relate to the client group individually and in small or large groups
- Capacity to function successfully as part of a human service team

Desirable:

- Good marketing and presentation skills
- Experience in working with students and awareness of student needs and concerns
- Knowledge of various services provided by the University

Application Procedure:

Please visit www.griffith.edu.au/welfare and follow the link to apply on-line. We are unable to accept hard-copy applications. Your application **MUST** include a **brief resume** (with the names of **two referees** - preferably one from your School at Griffith) **AND** information about how you meet each of the **selection criteria (please see list above)**. **Applications that do not address the selection criteria will not be considered.** Useful information about application letters and selection criteria is available on the Careers & Employment Services website (griffith.edu.au/careers). It is important that you select **ONE** main campus to apply for this position but you can nominate to work at more than one campus in your application. For further information or if you have any questions about this position, please email welfare@griffith.edu.au or contact the following staff on your campus:

Gold Coast	Donna Harris: 5552 8138
Logan	Kim Pham: 3382 1159
Mt Gravatt	Kim Pham: 3735 6826
Nathan	Grace Lui: 3735 7254
South Bank	Dorinda Harvey-Bravo: 3735 4149