

Black, Asian and minority ethnic Student Ambassadors in LDC, AMA, MED, HSC, DEV and LAW

Reports to: Head of Student Voice, Education and Equality at uea(su), and relevant school staff leads

Purpose of the post: At uea(su) we're working with UEA to tackle the degree awarding gap that continues to affect students from Black, Asian and minority ethnic (BAME) backgrounds. We are looking to recruit paid BAME Ambassadors, to make sure the lived experience of BAME students is at the centre of efforts to close the degree awarding gap. Following a successful pilot scheme in the 2019/20 academic year, we are now expanding the number of schools involved.

Hourly rate: £9 per hour, plus 12.07% holiday pay

Hours: up to 6 hours per week, during term time

Skills / qualities associated with the role: Creative Skills, Administration, Event Planning, Leadership, Oral Communication Skills, Practical Skills, Project Management, Public Speaking, Team Working, Written Communication Skills

Eligibility: Applicants must be a student at the University of East Anglia, studying in one of the following schools:

- School of Literature, Drama and Creative Writing
- School of Art, Media and American Studies
- School of International Development
- UEA Law School
- Norwich Medical School
- School of Health Sciences

This role is open to all UEA students registered to study in any of the above academic schools. Given the nature of the role, we would particularly welcome applications from students who define as Black, Asian or minority ethnic.

Role and Responsibilities

- To work on projects focused on closing the degree awarding gap for Black, Asian and minority ethnic (BAME) students
- To work collaboratively with students and staff across the university on these projects
- Develop, promote, attend and evaluate events designed to build a sense of community amongst BAME students at UEA
- To attend regular uea(su), school and university level meetings
- To speak at conferences and training sessions about the role
- Support the marketing of the project and update social media pages
- To contribute blog articles on the work taking place
- Undertake other duties as required by your line manager

Person Specification

This is a list of the qualities and attributes we like staff members to hold, but we can offer training and support if you need development in these areas.

The person specification is split into essential and desirable attributes. You should consider that we'll look to test these across both application and the selection event.

Essential

- A current UEA student, studying in either LDC, AMA, DEV, LAW, MED or HSC
- Ability to build trusting relationships with Black, Asian and minority ethnic students
- Excellent interpersonal and communication skills
- Ability to motivate and inspire others
- Ability to work sensitively with different people's needs
- Strong organisational skills
- Ability to prioritise according to workload and changing circumstances
- Understanding and commitment to equal opportunities
- Self-motivated to work independently
- Problem solving
- Good IT Skills, including Word, Excel, email, OneDrive, working knowledge of Microsoft software packages

Desirable

- Experience collecting and synthesising information and reporting findings
- Experience of developing and monitoring events or projects
- Experience of building networks for underrepresented groups