



# SIXTH FORM

## STUDENT AMBASSADORS

# WANTED!

### Casual Work Opportunity

**£11.63 per hour**

Are you a current Eastbrook Sixth Form Student who is passionate about making a difference to the whole school community?

Are you looking to be able to enhance your CV and employability skills?

Would you like to undertake some paid work in school?

If so....Why not consider applying to become a Eastbrook Student Ambassador?

This is a new role designed to develop and enhance students breadth of experiences.

This is an exciting opportunity for you to gain employability skills, and a variety of experience whilst undertaking paid work in school around your timetable and commitments.

Our expectations and standards are high and as a student ambassador you would be expected to lead by example whilst working on site.

Duties to be undertaken and opportunities for working hours will vary across the year in order to meet the needs of the school and to suit your availability and demands on your time.

Full training and support will be given for all tasks.

You will be line managed by the School Business Manager but will work with various members of staff across all areas of the school in a variety of departments.

### **Main duties are likely to include**

- Working in the canteen at food service points at break and lunch time on the tills and in the hall.
- Supporting with general administration and organisational duties such as filing, tidying, and organising resources across the school.
- Assisting with one off events such as sports days, competitions and fairs & productions.
- Helping with one off initiatives such as collating and or distributing resources.
- Undertaking a duty point at break and lunch time.
- Meeting and greeting guests who arrive to the school.
- Supporting clubs and activities.

### **Further Information**

This role is different to the voluntary role as part of our sixth form student mentoring programme, which includes initiatives to mentor and provide support for students in years 7-11 in departments for the subjects that you are studying for and assisting at open evenings.

All work hours are outside of students timetables and student ambassadors work, behaviour and attendance in school will be monitored and if any of these areas fall below the required expected standards for our sixth form students they may not be offered working hours.

### **How to Apply**

In order to apply for this role please send a personal statement telling us why this role is suited to you and what skills and personal qualities you can bring to the role along with a copy of your CV to:

**[Jobs@eastbrookschoo.org](mailto:Jobs@eastbrookschoo.org)**

Closing Date: **Friday 13th October**

Interviews: **Week commencing Monday 16th October**

In order to undertake work, successful candidates will be required to participate in an induction training programme.

All successful applicants will be subject to the necessary pre-employment checks and will be expected to adhere to all the relevant codes of conduct and standards in school.