



## CALL FOR APPLICATIONS

### The International Centre of the University of Pécs is looking for International Student Ambassadors for the academic year 2024/2025

#### Who is a student ambassador?

International Student Ambassadors (ISAs) are current students who act as a link between the university and the outside community. They use their experiences to give people interested in university life an idea of what it is like to be a student. They assist at various events; their role is to provide a fair and accurate representation of the university from a student perspective.

#### Here are some of the top benefits of becoming an International Student Ambassador:

1. **Looks great on your CV/resume:** You will gain valuable work experience, and you can improve your skills such as communication, public speaking, teamwork, and working with different age groups.
2. **Networking:** You will meet students from all over the world and will be working closely with university staff and your fellow ISAs. It could stand you in good stead when needing recommendation letters or contacts for a potential position.
3. **Training:** We will provide training sessions to help develop or enhance your intercultural, networking, project planning, and professional skills.
4. **Certificate:** You can be an ambassador for one or more terms. At the end of each term, you receive a certificate that you have been an ISA.
5. **It's fun!** You will meet new friends, try new activities, and help others along the way.

+1 **You may receive a scholarship:** If you apply for the ISA scholarship and are selected (places are limited), you will receive a monthly grant in exchange for fulfilling the tasks specified in the [ISA Scholarship Guidelines](#).<sup>1</sup>

#### Who can apply?

Any full-time (non-exchange) international student with an active student status at the University of Pécs can apply if they have completed at least 18 credits in their last active semester recorded in the Neptun study system.

#### Essential characteristics and skills

- Responsible, reliable person, good timekeeper
- Diplomatic, confident, friendly, approachable, and enthusiastic
- Interact well and enjoy working with a wide range of people, including students, teachers, parents, and career advisers.

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<sup>1</sup> An unlimited number of voluntary ISA places are available for full-time (non-exchange) international students of all Faculties with active student status.



- Comfortable discussing all aspects of student life with members of the public clearly and confidently.
- Excellent communication and interpersonal skills
- Good problem-solving skills and ability to work on own initiative.
- Sensitivity and consideration of peoples' feelings and the ability to empathize with others regardless of race, culture, or religion.
- Good organizational skills
- Knowledge of the various processes involved in becoming an international student in Pécs.
- Very good command of spoken and written English

#### Desirable skills

- Previous experience working as part of a team, whether through paid work, volunteering, sports, societies, or similar
- Customer service skills
- General knowledge of the University of Pécs and involvement in student life and student organizations, for example, ESN, EGSC, AEGEE, AIESEC

The International Student Ambassadors are all selected based on their skills, enthusiasm, and commitment to assisting international students and promoting the University of Pécs.

### **What are your duties as an ISA?**

International Student Ambassadors represent the student life of the University of Pécs at various events. They should have a good understanding of its departments/institutes and courses (including those outside their subject area) or be willing to learn about the university's facilities and services. International Student Ambassadors are expected to be involved in various Student Recruitment and International Marketing activities.

#### The tasks expected of the volunteer ISAs:

- Participation in regular meetings organized and announced by the IRO.<sup>2</sup>
- Replying to all inquiries via Unibuddy within a maximum of 48 hours.
- At least one Instagram or TikTok takeover during the entire program on the Study in Pécs, Hungary's social media channels.
- Creation of at least one blog post during the entire program.<sup>3</sup>
- Participation in a testimonial video recording with UNIV TV, in English or the mother tongue, and assistance with video subtitling.

#### Mandatory tasks<sup>4</sup> of the scholarship holder ISAs:

- Participation in regular meetings organized and announced by the IRO.
- Replying to all inquiries via Unibuddy within a maximum of 48 hours.

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<sup>2</sup> The IRO plans to schedule 4 team meetings and 1 working group meeting every two weeks for the entire program.

<sup>3</sup> The IRO has the right to determine the blog post's topic.

<sup>4</sup> Detailed information on the requirements is available in the International Student Ambassador Scholarship Program Guidelines.



- One Instagram or TikTok takeover every six months on the Study in Pécs, Hungary's social media channels.
- Creation of one blog post every three months.
- Participation in two testimonial video recordings with UNIV TV, one in English and one in the mother tongue, and assistance with video subtitling.
- Creation of your own promotional video/vlog about your program or Faculty.
- Translation of the University introductory material provided by the IRO into the mother tongue.
- Creation of a short (1.5 minute) presentation video on the University in your mother tongue.
- Creation of a short (1.5 minute) presentation video on your Faculty in your mother tongue.
- Providing a closed webinar session every six months for interested prospects from your own country.
- Providing a closed webinar every six months for applicants to your program/Faculty.
- Providing one live webinar on Study in Pécs, Hungary, Instagram page every six months.

Your hours will be flexible in nature and will be allocated on a mutually acceptable basis.

### **How to apply?**

Please complete the **online application form** to apply for the ISA team:  
<https://forms.office.com/e/j36RYg71Cv>

***Application deadline: 20 May 2024***

Applicants who are successful at this stage will be required to complete an online ISA training during the summer and participate in an evaluation workshop in September.

Application and selection procedure:

Applicants shall go through a two- or three-round selection procedure based on whether they apply for a volunteer or a scholarship holder position:

#### **1<sup>st</sup> round**

Applicants shall submit the online application form by 20 May 2024. In the first round of assessment, the applications for the ISA scholarship will be evaluated by the particular Faculty of the University of Pécs and the UP's International Centre, and the UP's International Centre will assess the applications for the volunteer ISA positions. UP's International Centre will inform all the applicants by e-mail about the result by 30 May 2024, 4 PM.

#### **2<sup>nd</sup> round**

Those who were selected in the first round shall complete the International Student Ambassador Training (hereinafter ISA Training) by 31 July 2024. In the second round of assessment, the completion of the training will be evaluated by the UP's International Centre. UP's International Centre will inform all the applicants by e-mail about the result by 14 August 2024, 4 PM.



### **3<sup>rd</sup> round (optional for volunteer ISA position applicants)**

To be selected as a scholarship holder ISA, the applicant shall participate in at least one of the evaluation workshops (two sessions will be held to avoid conflicts with the applicant's schedule). In the third round of assessment, the completion of the workshop will be evaluated by the UP's International Centre. UP's International Centre will inform all the applicants by e-mail about the result by 30 September 2024, 4 PM.

### **Term of the program**

1 October 2024 – 30 September 2025

### **Further information**

If you have any questions about the application process or require more details about the role, please get in touch with the International Recruitment Office.

Email questions to Ms. Anna Csécsei at [sandor.anna@pte.hu](mailto:sandor.anna@pte.hu) or give her a call at +3672501500/61696.