

Position Description



Position title	Wellbeing and Equity Student Ambassador
Department/School	Student Equity & Wellbeing Team
Faculty/Division	Campus Life
Reports to (Title)	Manager of Student Equity
Direct reports	None
Children's Worker (Vulnerable Children Act 2014)	Non-Core

The University of Auckland as an employer

An inspiring place where, every day, exceptional people directly contribute to shaping lives and society.

DIFFERENTIATORS

What we have:

Reputation, prestige and global reach. Stimulating environment. Size and complexity of opportunities and challenge. Cutting edge resources. Financial strength and stability.

What we offer:

Scale and breadth; of roles, challenges and personal and professional opportunities to thrive. Flexibility (i.e. hours, parental support). Diversity of cultures. Lattice development and self directed continual learning.

How we do it:

Empower, support and reward individual excellence and performance within a framework of collaboration and a shared common purpose.

Who we are:

Intelligent, interesting and passionate people, who care deeply about contributing ideas and critical thinking. Inclusive and equitable employer.

Why we do it:

Supporting students to grow into confident citizens. Pride in contributing (individually and collectively) to world-class teaching and research, social contribution and advancement of knowledge. Developing leaders for tomorrow.

PILLARS

Personal growth and collaboration.

Enabled to be myself, achieve personal growth and fulfillment, and **connect** with high calibre, intelligent people who are leading in their field.

An **inspiring environment** that challenges you to excel at the highest level and **values innovation and achievement**.

An organisation where we inspire each other to **contribute** to advancing **learning, research and social outcomes**.

VALUES

Excellence

Respect

Service

ABOUT THE STUDENT EQUITY AND WELLBEING TEAM

The Student Wellbeing and Equity Team are responsible for the delivery of the Oranga Taura | Student Wellbeing Plan. The purpose of this plan is to create culture and conditions that enhance health and wellbeing for students. It adopts both a health promotion and health education approach. Firstly, we do this by focusing on the causes of stressors, and secondly through empowering students to improve self and community care. We aim to increase knowledge and positively influence attitudes and behaviours.

The Student Wellbeing & Equity Team are committed to celebrating and affirming the diversity of our communities. We work together with students to reduce barriers, build awareness, grow capability, increase feel-good factors and advise the University on improvements and new trends that emerge.

Our team sits within Campus Life; a Service Division that supports an engaging and inclusive campus experience for students at Waipapa Taumata Rau | The University of Auckland.

MAIN PURPOSE OF THE POSITION

The Wellbeing and Equity Student Ambassadors will be a diverse pool of approximately 20 engaged and passionate students. They will be motivated to support student wellbeing, remove barriers, and advocate for peers. The team will be split into three areas of responsibility, though there will also be opportunities for collaborative projects:

- 1) Training Group (approximately 5 hrs per week)
This team will be responsible for delivering peer health promotion messages and training to groups of students. Topics of training will include discrimination, consent, healthy relationships and wellbeing. Comprehensive training on the content will be provided. Individuals in this group should have experience and confidence with public speaking. Training Group members will need to be available for facilitation between October-February.
- 2) Project Support Group (approximately 5 hrs per week)
This team will have the chance to use their knowledge of health and human sciences to support the creation of wellbeing projects and initiatives. They will have the opportunity to organise and support events across the year, such as University Mental Health Day and Wiki Whai Hauora. This group of students should have knowledge of health promotion theory and a holistic view of wellbeing.
- 3) Inclusivity, Diversity and Equity Advisory (IDEA) Group (approximately 1-2 hrs per week)
This team will provide student voice for the diverse communities they identify with across the University. We are looking for students with a range of religious affiliations, cultural backgrounds, geographical locations (both Auckland-based and non-Auckland-based students), sexual orientations, disabilities, genders, ages and academic programmes of study. These students will connect with their peers to identify key priorities and issues their communities are facing. They will provide the Wellbeing and Equity Team with feedback on the trends they observe. This group of students should be committed to peer advocacy, capable of navigating challenging conversations, and able to appreciate perspectives that might differ from their own.

These roles provide an exciting opportunity for personal growth and development while empowering fellow students to lead healthier and more fulfilling lives.

The position is flexible and hours may vary from week to week. Applicants are able to work across multiple groups if they wish to do so.

WHAT YOU ARE EXPECTED TO DELIVER

Community Support and Communication	<ul style="list-style-type: none"> • Identify key priorities and issues for students • Exhibit knowledge of campus services and ability to make appropriate referrals • Maintain privacy, professional boundaries and confidentiality
Knowledge and Information	<ul style="list-style-type: none"> • Seek evidence based, contemporary information • Share new resources and information with the team and wider University community • Content creation in collaboration with the Equity and Wellbeing Team
Reporting and Tracking	<ul style="list-style-type: none"> • Maintain accurate records • Conduct preparatory work before each scheduled event or hui and within agreed time frames • Check-in on a weekly basis with the wider team during semester time. When this is not possible, communicate updated availability to manager as soon as possible
Collaboration and Continuous Improvement	<ul style="list-style-type: none"> • Co-create initiatives and/or communications in conjunction with the University • Identify problems or barriers to success and communicate these to the team

Event Facilitation	<ul style="list-style-type: none"> Assist the team in the planning and delivery of Equity and Wellbeing events
Equity Development	<ul style="list-style-type: none"> Support an environment that is inclusive of participants' diverse backgrounds and experiences Respect and acknowledge the rights of others Promote positive, supportive and collegial relationships Comply with the rules, policies and procedures of the University Have an understanding and awareness of the University's commitments under the Te Tiriti o Waitangi and Te Ara Tautika The Equity Policy

KNOWLEDGE, SKILLS, EXPERIENCE AND CAPABILITIES

Qualifications	Essential: <ul style="list-style-type: none"> Currently enrolled at the University of Auckland Completion of at least one semester as a university student
Experience	Essential: <ul style="list-style-type: none"> Ability to work collaboratively and operate effectively within a team context Ability to model appropriate behaviour for participants An understanding of the range of needs of our diverse communities on campus An interest and understanding of student health and wellbeing issues and their impacts Preferred: <ul style="list-style-type: none"> Experience in a student leadership role An interest in community development and educating peers about important health and wellbeing messages Experience in event support
Skills and Knowledge	Essential: <ul style="list-style-type: none"> Cultural competence in working with the diversity of the student population Ability to listen to clients and colleagues needs and clearly communicate information Display integrity, professionalism, adaptability, enthusiasm, and courage Demonstrated ability to work effectively with a diverse range of people
Benefits	<ul style="list-style-type: none"> Flexible, paid, casual position Meet new people and have fun Develop skills in public speaking, health promotion, group facilitation, teamwork and community development. Part of the Co-Curricular Recognition Transcript and Award Scheme
Leadership Capabilities	Essential <i>Refer to the Leadership Framework (at the back of this document).</i>

The five leadership dimensions and associated capabilities (5D Leadership) reflect and encourage a culture of distributed leadership for all staff. The Leadership Framework is an important part of how we attract, select, develop and enable staff achievement.

KEY RELATIONSHIPS

Internal: <ul style="list-style-type: none"> Students Student Groups Campus Life Faculty based Equity Networks PVC Equity Office 	External: <ul style="list-style-type: none"> Government Agencies (Studylink, Work and Income, NZ Police etc) Auckland University Students Association (AUSA) Community based equity and wellbeing organisations
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<ul style="list-style-type: none"> • Support Services • Academics 	
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DELEGATED AUTHORITY
<p>Human Resources</p> <p>No formal responsibility for staff.</p>

HEALTH AND SAFETY
<p>All staff have a responsibility for their own health and safety, and that of others who may be affected by their work and their acts or omissions.</p> <p>Staff will:</p> <ul style="list-style-type: none"> • Ask for assistance if they are unsure what to do • Make themselves aware of and follow the contents of the University’s Health and Safety Policy, standards and guidelines • Undertake all health and safety training and induction, as required • Report any unsafe or unhealthy working conditions or any faults in equipment to the Academic Heads or Directors of Service (or their delegated nominee) • Ensure that all appropriate personal protective equipment is worn or used as required • Familiarise themselves with and adhere to local emergency procedures and how to provide appropriate assistance to others

FINANCIAL RESPONSIBILITY
<p>Budget Expenditure</p> <ul style="list-style-type: none"> • No authority to commit to expenditure. <p>Purchase Orders</p> <ul style="list-style-type: none"> • No authority to approve or issue purchase orders. <p>Purchase Card (P-Card)</p> <ul style="list-style-type: none"> • No authority to use a Purchase Card (P-Card) <p>Correspondence</p> <ul style="list-style-type: none"> • Authority to sign external correspondence

TABLE ONE: 5D LEADERSHIP CAPABILITIES

These capabilities are for Professional Staff (except Senior Leaders) and Academic Staff: Lecturer, Research Fellow, Senior Research Fellow, Professional Teaching Fellow and Senior Tutor

Dimension	Capabilities
 <p>Exhibiting Personal Leadership Rangatiratanga</p> <p>Role modelling leadership behaviours to engage others and support the University's values and aspirations.</p>	<p>Personal Attributes: Displays integrity, professionalism, adaptability and courage, accurately perceiving and interpreting own and others' emotions and behaviours in the context of the situation to effectively manage own responses, reactions and relationships.</p> <p>Interpersonal Effectiveness: Communicates with clarity, using constructive interpersonal behaviours and interactions to influence others, resolves conflict and inspires cooperation and achievement.</p>
 <p>Setting Direction Mana Tohu</p> <p>Establishing and committing to plans and activities that will deliver the University's strategy.</p>	<p>University Awareness: Displays an understanding of the international and commercial context in which the University operates and how the University works to successfully achieve results.</p> <p>Planning & Organising: Establishes courses of action for self/and others to ensure that work is completed efficiently, while building/contributing to a successful work/project/research team.</p> <p>Stakeholder Service: Ensures that the service provided to stakeholders is a driving force behind decisions and activities; crafts and/or implements service practices that meet the needs of stakeholders (including students and staff) and the University, including a safe and healthy environment.</p>
 <p>Innovating and Engaging Whakamatāra</p> <p>Identifying, creating and responding to relationships and opportunities to improve and progress the University.</p>	<p>Relationship Building: Establishes and maintains effective working relationships with stakeholders inside and outside the University, using an appropriate interpersonal style to advance the University's objectives.</p> <p>Facilitating Change & Innovation: Facilitates and supports University changes needed to adapt to changing external/market demands, technology, and internal initiatives; initiates new approaches to improve results by transforming University/community culture, systems, or programmes/services.</p>
 <p>Enabling People Hāpai</p> <p>Developing self, others and teams so they can realise the University's strategy and values.</p>	<p>Scholarship / Professional Development: Engages in discovering, integrating, applying and disseminating the knowledge and professional skills necessary to be successful in current and future roles; promotes collegiality and actively pursues development experiences to improve personal impact and that of the University.</p> <p>Valuing Equity: Works effectively to support the University's commitment to Māori, Te Tiriti o Waitangi and equity, and values the capabilities and insights of individuals (both inside & outside the organisation) with diverse backgrounds, styles, abilities, and motivation.</p> <p>Coaching and Developing Others: Provides feedback, instruction, and development guidance to help others (individuals and teams) excel in their current or future responsibilities; plans and supports the development of individual/team skills and abilities.</p> <p style="text-align: center;">OR</p> <p>Leading Teams: Uses appropriate methods and interpersonal styles to develop, coach, motivate, and guide the work/project/research team to attain successful outcomes and objectives.</p>
 <p>Achieving Results Whai hua</p> <p>Accepting accountability for making decisions and taking action to deliver the University's strategy and deliver excellent results.</p>	<p>Decision Making: Identifies and understands issues, problems, and opportunities; compares data from different sources to draw conclusions and uses effective approaches for choosing a course of action or developing appropriate solutions; takes action that is consistent with available facts, constraints, and probable consequences.</p> <p>Delivering Results: Sets high objectives for personal/group accomplishment; uses measurement methods to monitor progress toward goals; tenaciously works to meet or exceed goals managing resources responsibly; seeks continuous improvements.</p>