The Careers and Employment Career Leaders Program is an initiative to provide you with valuable skills and experience through assisting with the marketing and promotion of our programs and events, including our biggest event of the year - the Careers Expo. Our Careers Expo brings together over a hundred employers and several thousand students to talk about graduate and internship employment opportunities.

**About the program**

The Career Leaders Program is accredited by UNSW Advantage as eligible for AHEGS. This allows you to gain an official certificate outlining your volunteer experience.

In order to receive the AHEGS certificate, students MUST complete 20 hours of volunteer work over the first few weeks of Semester 1.

The volunteer activities include:

**Marketing**

During O-Week it is important we market our services as widely as possible to new and existing students. As a volunteer, you are vital in spreading the word. Our volunteers work in small teams to set up and run a promotional stall as well as walking around campus approaching students enthusiastically to marketing our services and O-Week seminars. Our volunteers wear bright pink t-shirts and hand out a selection of freebies and fliers to students.

**Lecture bashing**

Volunteers interested in improving their public speaking skills will have the opportunity to be part of the Lecture Bashing team. As a group, you will work together to create a short, compelling introduction and “sales pitch” to encourage students to attend the 2018 Careers Expo. Lecture bashing requires you to ‘drop in’ to lectures leading up to the event to spread the word.

**Running a BBQ**

Prior to the Careers Expo we host a Careers BBQ on campus to assist in the promotion of the 2018 event. This is a fun way to encourage students to attend the Expo.

**Expo event assistance**

At the Expo we will have an Event Assistance Team of over 100 volunteers helping throughout the day to ensure the event runs smoothly. These volunteers will assist in setting up and clearing the venue, registering students attending the event as well as helping the participating employers.

**Benefits for participants**

The UNSW Careers and Employment Career Leaders Program will assist you with:

- Gaining experience in working in a collaborative team
- Building confidence in communicating with a broad range of people
- Gaining insight into the administration of a large scale event
- Practicing business communication and networking abilities with graduate employers
- Building valuable transferable skills that can be included on your resume
- Contributing to the wider UNSW community
- Recognised on your AHEGS when you graduate.

Key dates

Applications Open- Wednesday 18 October 2017
Applications Close- Friday 5 January 2018
Mandatory Training Session- Tuesday 13 February 2-4pm or Wednesday 14 February 12pm-2pm 2018
2 shifts during O Week- Monday 19- Friday 23 February 2018
2 shifts during the dates leading up to the Careers Expo- Between Monday 26 February and Wednesday 7 March 2018
Mandatory Careers Expo Training- Monday 5 March 2-3pm or Tuesday 6 March 2-3pm 2018
Careers Expo Shift- Thursday 8 March 9am-2pm or 1pm-6pm
Thank You Event- TBA

Is it for me?

It may be worth considering the following before you apply:

- Are you aware of Careers and Employment and understand the benefits and value of what we do?
- Are you looking for some basic experience to build your team work and communication skills and provide examples for your resume and in interviews?
- Do you want to get more involved in your university community?
- Are you hoping to meet some new people?
- Are you quite energetic and happy to be walking around campus for several hours at a time?
- Are you available for a 20 hour commitment and on the dates outlined above?
- Are you a current student for all of Semester 1 2018?

If you can answer ‘yes’ to all of these then this program is definitely for you!

How to apply

Thank you for your interest in the Career Leaders Program.

Applications for the 2018 program are now OPEN.

Please note, the UNSW Leadership Program Community Involvement component (20 hours of volunteer work) cannot be acquired using the Careers & Employment Career Leaders Program as this would be considered “double dipping”. You must complete 20 hours separately for each program to gain the official certification.

Contacts

For more info contact Careers and Employment.

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Career Leaders Program
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