UniCrew U-Terns Program 2016

The Centre for Student Engagement (CSE) at the University Of Wollongong aims to connect students to each other, their campus and their community. CSE is recruiting a team of dedicated senior students who wish to hold a leadership position within the UniCrew Program. UniCrew is a student volunteering program that allows students to volunteer both on campus and within the community. The purpose of the U-Tern role is to provide students with the opportunity to develop their leadership ability and enhance their people management skills through practical application.

The U-Terns program provides the opportunity for students to volunteer in a leadership capacity to enhance the UniCrew experience by leading and creating new opportunities to connect volunteers to each other, the campus and wider community.

As part of the U-Tern Position, each U-Tern must volunteer consistently at one of the following opportunities:
- Programs (Discover the Gong, UOW Buddies)
- Weekly Events (Monday Night Games, Game On, UniBar Trivia)
- Live Music (UniBar Gigs, Band Comp, DJ Comp)
- Community Outreach (Community Volunteering Project, Off Campus Opportunities)

The U-Terns will also be required to attend a weekly team meeting to decide on and implement two opportunities in each session that will promote the benefits of volunteering in the student community. This will require initial planning and the setting of objectives before defining roles within the team and implementing ideas. The role of each U-Tern team member should be decided on by discussing individual strengths and personal and professional development goals. This way the program will be tailored to individual needs at the same time as promoting team work and volunteering.
What you will gain from the U-Tern Program:

- Valuable experience in leadership
- Development of team management and communication skills
- Opportunities to work with a diverse range of people
- Opportunities to assist in development of new student engagement programs

Other exclusive opportunities including:

- Sponsored attendance at the S4S Leadership conference in 2016
- Free access to 4 ALIVE program sessions of your choice
- Free attendance at UniBar events (when volunteers are required)

What is expected of you:

- A weekly commitment of at least 4 hours a week, with more required during large scale events over both Autumn and Spring session.
- As a team leader you will be responsible for taking a leadership position within the existing UniCrew volunteer opportunities across events and programs.
- All team leaders are required to attend regular meetings with the other U-Terns and the Volunteer Coordinator.

Desirable skills include:

- A passion for volunteering and an understanding of the benefits of volunteering for both participants and the community
- A desire to encourage and motivate other students to participate in volunteering programs on campus and in the community
- An ability to motivate and inspire others
- Strong intercultural communication skills
- Strong teamwork skills
- Creativity and flexibility

How to apply:

1. Using the descriptions on the following page consider the volunteering role you would like to commit to as part of the U-Tern program.
2. Fill in the Student Leader application form online.

3. Any questions regarding the U-Terns leadership roles can be directed to cse_unicentre@uow.edu.au.
Programs U-Tern

- Work closely with the Volunteer Program Coordinator in planning engaging and exciting Discover the Gong and UOW Buddies programs for 2016.
- Assist in the planning and execution of regular social events which foster a sense of community and belonging within UniCrew.
- Lead, motivate and manage UniCrew rostered to their respective programs.
- Assist with planning engaging and exciting events for UOW students within allocated budgets.
- A major component of the role is participating in the preparation of and involvement in programs during session including Fridays.
- Research emerging trends in student engagement and assist with providing relevant training in intercultural communication.

Weekly Events U-Tern

- Work closely with the Volunteer Program Coordinator in planning creative and exciting events for UOW students within allocated budgets.
- Oversee the collection and distribution of a range of prizes at weekly events.
- Lead, motivate and manage UniCrew rostered to their respective events.
- Liaise with a range of stakeholders in delivering weekly activities on campus.
- Prepare content for UniBar trivia on a rotational basis with team members.
- A major component of the role is participating in the preparation of and involvement in weekly events during nights.

Community Outreach U-Tern

- Work closely with the Volunteer Program Coordinator in sourcing community organisations to partner in the CSE Community Volunteering Project.
- Act as student leaders for multiple Community Volunteering Project teams by providing relevant support and ensuring each project runs smoothly.
- Assist the Volunteer Program Coordinator in creating and maintaining an off campus volunteering opportunity database.
- Assist in the planning and execution of one large scale UniCrew Community Event per session.
- Work in conjunction with the Marketing and Communication U-Tern in seeking out new opportunities for positive community partnerships and participation.

**Live Music U-Tern**

- Supervise rostered UniCrew at scheduled UniBar gigs.
- Work closely with the Volunteer Program Coordinator in planning creative and exciting events for UOW students within allocated budgets.
- Assist the Entertainment Coordinator in the promotion of AACA supported events and programs on campus.
- Liaise with a range of stakeholders in delivering AACA supported programs on campus including DJ Comp, Art Prize and Band Comp.
- A major component of the role is participating in the preparation of and involvement in gigs and events during nights.

**Marketing and Communications U-Tern**

- Work closely with the Volunteer Program Coordinator in creating successful strategies for student engagement through social media platforms and marketing campaigns.
- Create high impact marketing strategies to raise awareness of UniCrew on campus.
- Manage the content and updates of relevant UniCrew and UOW Buddies Facebook pages.
- Source relevant information and updates to include in Weekly UniCrew mailouts including upcoming volunteering opportunities.
- Foster positive connections with a range of departments across the University Campus including various faculties and service providers.
- Update and manage the UniCrew student database.