

Student Engagement Officer – Activities and Events

full-time fixed term (Until December 2023) opportunity exists for an experienced student engagement officer to join the University of Melbourne Graduate Student Association (GSA).

About GSA

The University of Melbourne Graduate Student Association (GSA) is the independent representative organisation for all graduate coursework and research students at the University of Melbourne. GSA is led by an elected Board of 8 graduate students, and on behalf of over 30,000 constituents represents graduate student interests to the University and wider community, provides facilities and services, delivers events and activities to promote graduate student community and academic excellence, and supports 149 affiliated graduate student groups.

As the largest dedicated postgraduate association in Australia, GSA's vision is for cohesive communities that actively empower graduate students to achieve meaningful holistic outcomes and experiences. Our mission is to enable and build these communities through proactive, responsible representation and advocacy; purposeful, impactful services and support; and strong partnerships with the University of Melbourne and relevant stakeholders and agencies.

About the role

The role provides support to the Manager Student Engagement with detailed planning/implementation and evaluation of student engagement activities and events based on the graduate needs to increase participation, inclusiveness, and support for all UoM graduates. The role is will project manage, implement, and execute the activities, events and key staff and council functions of GSA meeting its three objectives of:

- Improved healthy, engaged and socially connected communities.
- Create fun, social events that help build a strong GSA community
- Creating greater outreach and awareness of GSA (its purpose and services) via events and activities
- Help create an image and impression of GSA commensurate with the brand values and operational values of GSA

Please see the attached position description for more details.

Applications must include a CV, cover letter, and a response to the key selection criteria using the STAR method. Applications not including these documents will **not** be accepted.

Applications can be sent directly to jobs@gsa.unimelb.edu.au

Applications are due by 12 November 2021, by close of business 5pm. Please include the title of the role in the email subject.

Any enquiries can be directed to Kerry on 03 8344 3802