

**Opportunities to get involved with College Life**

**College is looking for students to get involved by volunteering to be:**

**Course Reps**

**School Reps**

**Student Ambassador**

**Why become a Course Rep**?

Being a Course Rep is a fantastic opportunity to make sure that your course is of the highest quality and standards. By coming together to raise issues and discuss improvements with Course Reps from across your school in NPTC Group, you can make a massive impact on the student experience on your campus.

**But what about you?**

**Transferable Skills:**

Through engaging with students and staff you will develop many transferable skills. These skills will aid you in your studies, career prospects and personal life. Being a Course Rep shows an employer that you have taken time out of your studies to further course standards for the benefit of your peers. The role develops crucial employability skills including:

* Negotiation
* Problem solving
* Leadership
* Teamwork
* Confidence
* Assertiveness
* Project planning/organisation
* Communication

**Relationships:**

It is also a chance to build personal relationship with staff and other students, useful for work experience within your department and for a more personal reference.

**Experience:**

Being a Rep provides amazing experience for applications and can be added to your CV. Prospective employers want to see more than just a qualification. The extra-curricular side of your CV will show them that you were part of a community and can take on additional responsibilities and juggle different tasks

**The Course Rep Role:**

Course Reps represent the interests and opinions of their fellow course-mates. They ensure students are happy with the teaching and the support available on their course. Where there are issues or areas for improvement, it is their duty to make sure that these concerns are voiced. Course Reps are a vital link between the Students' and staff.

**Role description**

The primary role of the course co-ordinator is to effectively collate and communicate the views of students that they were elected to represent. During the year they meet with other course Reps and staff as part of the student and learner voice group where they are able to discuss any issues or changes and to ensure that they feedback any outcomes to the students on their course.

**Term of Office:** One academic year

**Time Commitment:**You must attend Course meetings. How long you spend on your role depends on your time available and the needs of those you represent.

**Core Responsibilities:**

* Keep abreast of student issues on your course and actively seek out the opinion of your peers through a variety of communication methods
* Liaise with other Reps to gain support and share thoughts and ideas
* Attend and represent views and opinions of students on your course at Staff Student meetings and other meetings as appropriate
* Feed back and discuss issues raised at course meetings with your fellow students
* To attend induction and on-going training to ensure you are as prepared as possible
* Promote yourself and your role effectively to students on your course, ensuring that they are aware of the support you offer
* To feed key information up to School reps as and when required

**Why become a School Rep**?

Each school within NPTC Group needs representation on the Learner Voice Action Group which meets every half term. These meetings are held with the Campus Managers and Student services teams and it allows the opportunity for any wider college issues to be brought to the attention of senior managers.

**How to become a School Rep:**

You will need to be nominated by your fellow students to represent your course. All Course Reps within the school will then be asked to declare an interest to represent the school on a particular campus. If necessary, where a school has many Reps interested, a vote may take place to nominate a School Rep.

School Reps will work closely with the Course Reps and the Student Ambassadors to communicate the student voice within NPTC Group

**STUDENT AMBASSADORS for NEW FIRST YEAR STUDENTS**

NPTC Group will provide approximately 30 Ambassador Scholarships annually for first year students entering the College for the first time. There will be a minimum of two per school plus representatives on each campus.

Applicants should have contributed to community life in school and be proven achievers. Successful applicants must be confident and competent communicators and should be willing to contribute in a supportive capacity at a variety of college events throughout the year December 2015- March 2017. This is an excellent opportunity to further develop your leadership and communication skills. Whilst you will be supporting college life, the college is able to provide you with an opportunity to participate in a programme that will undoubtedly prove advantageous when submitting university and employment applications.

New first year Ambassador Students receive an allocation of Ambassador clothing together with financial assistance (£200 paid in two instalments June and December 2016). This can contribute to college costs such as equipment, books, travel, accommodation etc.

**New First Year Ambassador Students are accountable to:**

Heads of School in the first instance but will also work with the Campus Mangers, marketing and admissions teams.

**Term of Office:**

Students are appointed from December 2015 to March 2017. Students interested in undertaking the role will be required to submit an application in October 2015 and attend a short interview in November 2015.

**The Ambassador Role**

* Promote the college as a whole, internally and externally, whilst also promoting his/her respective curriculum area of study as required.
* The successful candidates are likely to be asked to help support with the delivery of promotional presentations.
* Be available as requested by your Director and Heads of Schools to assist with the following events:
  + Open Evenings;
  + Prize Evenings;
  + Parents Evenings;
  + Partner School Taster Day Talks in Schools;
  + Partner School Taster Day Sessions in College;
  + Partner School Year 11 Talks in September 2016;
  + Support Partner School Year 10 More able and Talented Talks September 2016;
  + Attend some More Able and Talented Partner School Sessions 2015-16;
  + Contribute to Vocal Eyes
  + Welcome important guests to NPTC Group

**Selection Criteria**

* Proven achiever in Secondary School having contributed to school community life.
* Pleasant disposition, engaging personality.
* Ability to communicate easily and effectively.
* Confident and able to demonstrate the ability to further develop leadership potential.
* Willingness to engage with current and potential partners and the generic public.

**To Apply:**

Applications (electronic or paper) should be submitted to; **Student services before 4pm on 16 October 2015.**

🕿 01639 648000

* + 🖂 admissions@nptcgroup.ac.uk

**Selection Procedure**

* In considering applications **all relevant selection criteria will be taken into account.**  Selection is made on the basis of information provided within the Ambassador Scholarship application form with the **final decision made at interview by an Ambassador Scholarship Awards Panel in November 2015.**

**Notification of Awards**

* Applicants will be contacted by email as soon as possible after all interviews have been completed in November. The Awards Panel reserves the right to amend any decision made.

**To summarise**

* Do you have a pleasant, courteous, polite welcoming disposition?
* Can you work easily within a team?
* Do you have enthusiasm and passion for your subjects/ vocational area/college?
* Do you have the confidence to engage with prospective students, parents, employers, visiting dignitaries?
* Would you be willing to contribute to College events such as open days, partners school taster days, special events?
* If the answer to these questions is ‘yes’ please get in touch and submit an application to become an Ambassador.
* Please consult with your Personal Tutor, Course Leader, Parents/ Guardians, all of whom will be pleased to offer you advice and guidance with your application.
* NB: The Calendar of Events for 2015/16 will be provided to all applicants prior to interview.
* Great care is taken to ensure that each Ambassador only contributes in part to the college/campus programme of events ensuring that the Ambassador role does not interfere with programmes of study at the College