

Position Description

International Student Representative

The International Student Representative works to advocate on behalf of all International Federation University students. This position is open to students who hold a current overseas student visa and are enrolled as an international student at FedUni. The successful student elected into this position will carry out the role for a 24-month term from 1 November to 31 October. Students who anticipate graduating during their term are welcome to apply.

Key Responsibilities

- Attend up to 8 Senate meetings per year alternating between Ballarat, Gippsland, Berwick and Horsham campuses
- Organise, promote and run 2 Student forums on your campus inviting international students to meet you and discuss ideas and issues
- Gather feedback from students through a variety of Senate communication channels and by liaising with the International Student Committee to better understand student opinion
- Work with the Multicultural Services team to enhance support and engagement activities for international students
- Be proactive in your approach to working on student issues by meeting with key staff members to highlight issues with them, researching realistic solutions and assisting to implement and promote changes made
- Support the promotion of the Student Senate and all action carried out by providing content for social media to the Communication portfolio Chair on a monthly basis
- Give a student voice to university projects and consultation processes
- Prepare a written member report ahead of each meeting, outlining student issues and projects that you are working on, for distribution with Meeting Agendas, which you will present at the meeting
- Take an active role in the Student Connect portfolio, targeting specific issues within the portfolio. Attend Portfolio meetings (either by phone, video conference or in person) between each main Senate Meeting

Examples of Actions

- Assisted with the creation and development of new clubs, including the Muslim Association and the Chinese Students and Scholars Society
- Creating a hosting program for international students to take part in a cultural exchange with domestic students
- Lobbied for changes to the Plagiarism Policy to ensure the first incident can be handled as a learning experience for students rather than a disciplinary process
- Working with the Student Engagement team to create a clubs and societies manual

Representative Signature: _____

Date: _____