



Application deadline is 22nd of May 2023.

We need buddies to welcome new international students!

About the job

The Faculty of Social and Educational Sciences (SU) and the Faculty of Humanities (HF) want to give our new international exchange students a good start with their studies, get easier acquainted with the university system and with other students. To that end we are looking for three Student Assistants - "buddies" who will work together in a team and in collaboration with the administration at SU and HF.

Your tasks as a buddy will be to:

- Organize social activities, hikes, game nights etc.
- Run a social media group for easy communication with new exchange students
- Integrate the exchange students with Norwegian students and other international students
- Assist exchange students with different practical needs, such as helping them with registrations (for instance: ID card, NTNU-user, Blackboard)
- Give a presentation at the information meeting in the beginning of the semester
- Other duties might be included.

Teamwork and training

You will work in a team consisting of other student assistants (buddies) and in collaboration with the administration at HF and SU. We offer training before the work starts and you will receive support from a team leader throughout the semester.

Duration, work hours and salary

The positions start the 9th of August and continue until the end of the semester. The buddies should be present at the Matriculation ceremony in the beginning of the Autumn semester. The position is paid at about 170 kr with flexible work hours up to a total of 120 hours throughout the Autumn semester, with possible further engagement Spring 2024.

Expectations and selection criteria

- You have good English language skills (oral and written)
- You have good Norwegian language skills
- You are motivated to work to better integrate Norwegian and international students
- You have good knowledge about the campus of Dragvoll and different student organizations
- You enjoy working with people and you are a team player
- It is required that you are a student at SU or HF during your employment.

Application and deadline

Application and CV can be submitted in this form: <https://forms.office.com/e/ehEKe78DPL> (see also QR-code). The application should include your motivation for the position. Questions? Please contact Matilde Trøite at matilde.f.troite@ntnu.no

Interviews will be held in week 23.

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