



NTNU

Kunnskap for en bedre verden

Foto: Kim Ramberhaug

We need buddies to welcome new international students!

Apply to become a buddy for the autumn semester 2021 by 27th of June

About the job

The Faculty of Social and Educational Sciences (SU) and the Faculty of Humanities (HF) would like to welcome the exchange students, beginning Autumn 2021 in the best way possible. We want the new students to get a good start with their studies, get easier acquainted with the university system and with other students. We are looking for 2 to 4 Student Assistants - "buddies" that will work together in a team and in close collaboration with the administration at SU and HF.

Your tasks as a buddy will be:

- Running a Facebook group
- Guiding and helping the students with registrations (for instance: ID card, NTNU-user, Blackboard, Studentweb)
- Give presentations at information meetings
- Organizing social activities, hikes, game nights and the like with a particular focus on integration with Norwegian students.
- Helping with different practical needs.
- Other duties might be included.

Teamwork and training

You will work in a team consisting of other student assistants (buddies) and work closely with the administration at HF and SU. We offer training before the work starts and will follow you up during the semester.

Duration, work hours and salary

The positions start August 9th and continue until the end of the semester. From August 9th to August 13th only online availability is expected. The buddy should be present at the Matriculation ceremony in the beginning of the Autumn semester, welcoming new students. The position is paid at wage scale 24, NOK 164,10 kr with flexible work hours up to a total of 100 hours throughout the Autumn semester.

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 campus Dragvoll and different student organizations.
- You enjoy working with people and you are a teamplayer.

It is a required criteria that you are a student at SU of HF during your employment.

Application and deadline

A short written motivation letter (why you want to become a buddy) and CV can be emailed to thomas.v.kalvik@ntnu.no.

For further information, please contact thomas.v.kalvik@ntnu.no or by phone 73 55 99 03.

The deadline is **27th of June 2021** and candidates for the positions will be interviewed online.