



Role	<h1>Careers Ambassador</h1>
Number in Team	10+
Main Expectations	<p>To fulfil the generic School Leader expectations outlined in addition to the following...</p> <ul style="list-style-type: none"> • To work in partnership with the Careers Coordinator to review the support being provided to students and staff in the school. • To contribute ideas and develop new careers focussed initiatives. • To promote a positive engagement with the careers programme within the school, including promoting the use of Unifrog. • To support the Careers Coordinator in raising aspirations. Acting as a positive role model and encouraging students to aim higher, helping them to overcome their perceived barriers to progressing into a positive destination after leaving Wootton Upper School.
Responsible To	Mrs Ashby
Specific Duties	<ul style="list-style-type: none"> • To help promote the support currently being provided in the school by numerous individuals such as the Careers Adviser so that students know where to go for support. • To represent the views of the wider student body and help to conduct student surveys and organise focus groups that allow students to share their views and opinions about Careers Education, Information, Advice and Guidance provision and the support they need. • Help with keeping the resources and displays in the Careers Hub up to date on a rota basis, assisting with cataloguing new stock and displaying information on current opportunities for students.

- Play a part in organising and delivering careers focussed events (including careers days, career insight events and the Careers and Higher Education Fair hosted at Kimberley College each January).
- To provide tours of the Careers Hub resources and demonstrations of the Unifrog website to students and parents. This could be during induction of new students to the school, or at school open evenings.

Personal Qualities

- Responsible and reliable.
- Show enthusiasm for working with others.
- To be well organised and punctual.
- Able to work to deadlines.
- Empathetic to the needs of others.
- A good listener and communicator.
- Willing to give up their own time for meetings, publicity and planning.
- Independent as well as a good team player.
- Able to meet regularly with the Careers Coordinator (Mrs Ashby)
- Prepared to attend parents' meetings, open evenings, careers fairs and other events as required.
- Interested in shaping the future of the school and making a real contribution to the lives of their peers through supporting their knowledge and understanding of the options open to them in the future.