

# International Students Officer Position Description

## Overview

The International Students Officer at QUT Guild is a key advocate for the diverse international student community at the Queensland University of Technology. This role involves collaborating with various stakeholders to address the unique needs of international students, organizing cultural events, and providing personalized assistance. The officer serves as a liaison between international students and university administration, contributing to a vibrant and inclusive campus community that values diversity and promotes global perspectives.

## Key Responsibilities

- Communicating with and representing the views of international students to the SRC and Executive Committee.
- Participating in relevant QUT committees and working parties.
- Liaising with a wide range of internal and external stakeholders regarding international issues.
- Assisting with planning initiatives, campaigns and events that benefit and represent international students.
- Promote the Guild amongst international students
- Carrying out such other duties that may be prescribed by the SRC or Executive Committee.

## Hours

7 hours per week (80% on campus, 20% off-campus)

Hours may increase at peak times throughout the semester during Welcome Week, Guild Week and other events with the university.

This is paid position