



Currently seeking “Campus Rep” for HELP International

Applications are available online at www.help-international.org

Position: Campus Representative (Arizona State University, Brigham Young University-Idaho, University of Utah, and Utah State University)

Job Description: The Campus Representative is a (volunteer) student who does marketing and recruiting in his/her campus community through campus booths, representing HELP at local events, conducting information sessions, building partnerships, and finding other innovative ways to promote the vision of HELP International. Campus Reps must be highly involved in your campus environment, outgoing, and responsible. The program fee will be covered for all campus reps and opportunity for free flight to the program of your choice.

Commitment:

- Average of 5-10 hours a week (Can vary significantly from one week to another)

Duties include:

- Seek new campus and community events to attend
- Set up and man booth at campus Internship/Job/Career fairs
- Set up and man booth at campus service and study abroad fairs
- Set up booths at campus events and in high traffic areas on campus
- Hold information sessions on your campus
- Make class announcements and presentations
- Post flyers on campus and throughout the community
- Meet with university departments and internships coordinators to create partnerships and increase recruiting efforts
- Invite past and future volunteers to help with responsibilities
- Report progress to human resource manager

Qualifications:

- Must be an actively enrolled student
- Involved in student clubs and activities
- Have an established social and professional network within the campus community
- Excellent communication and presentation skills
- Past HELP International Participant preferred

Applications are available online [here](#) and are due no later than **September 15th**. For more information about requirements and responsibilities please refer to the attachment or visit our website at www.help-international.org. Only the best applicants will be considered.

Posting closes: as soon the positions are filled, no later than September 15, 2012