

# **Boston Community Ambassadors Job Description**

Fall and Spring Semester 8 Hours/Week

Off Campus Housing and Support Services at Northeastern provides support and education to students moving off campus or beyond Boston. We are dedicated to providing expert knowledge and advice, student connection to Northeastern and their community, and resources to support students while in Boston or beyond.

The mission of the Community Ambassadors is to foster and enhance the off-campus student living experience through education, advocacy, and involvement. Community Ambassadors are paid student employees who work with Off Campus Housing and Support Services as liaisons in outreach, program planning, and community building for off-campus students.

## Responsibilities:

## **Education & Outreach**

- Be a model citizen and role model for other students residing in local neighborhoods
- Regularly communicate with students on issues related to off-campus living
- Promote awareness of tenant rights and responsibilities
- Inform students about local neighborhood and community events
- Inform and educate students about city services and resources

## **Program Planning**

- Plan and present educational programs and events related to off-campus living
- Plan community building programs for students in the neighborhood

## **Community Building**

- Keep students connected to the university and the community
- Lead students in community service events (i.e. Breakfast Club, Neighbor-to-Neighbor, etc.)
- Attend neighborhood association meetings

## Qualifications:

- Upper-class student
- Reside off campus in local neighborhood both fall and spring semesters (not eligible for Boston CA role if leaving town for a co-op position; may apply for Beyond Boston CA)
- Good standing at the university (academic & judicial)
- Satisfactory completion of training (August & January)

## Skills:

Responsible & dependable; community-minded; strong communication & interpersonal skills; ability to work independently and in a team; leadership/mentor skills.