



## Campus Connector

**Reference:** EHA\*\*\*\*-\*\*\*\*  
**Salary:** Hourly Rate £12.53  
**Contract Type:** 0 Hours  
**Hours:** Part Time  
**Location:** Ormskirk (with some opportunities in Manchester too)  
  
**Accountable to:** Student Life Manager  
  
**Reporting to:** Student Life Officers

## About the Department

Campus Connectors are a vital element of the Student Life team who are part of the Student Services department. Student Services play a crucial role in ensuring that students have an enriching and fulfilling experience during their course of study. The remit of the department is to support students with many of the aspects of student life that impact on their studies and student experience. This includes provision of wellbeing and counselling; inclusion and disability support; financial support and money advice; student induction, activities and opportunities; student support and continuation of studies; multi faith and community; and support for disadvantaged groups such as care experienced students. The department supports all students including undergraduate and postgraduate, full and part time, apprentices and trainees, and home and international with a particular focus on ensuring all students receive a multi-cultural and internationalised experience.

## About the Role

At the heart of everything that the Student Life Team and the Campus Connectors do is a passion for their mission which is to ensure that all students truly feel like they belong at Edge Hill. Duties range from helping students settle in to supporting the delivery and promotion of the events programme and providing low level wellbeing support. The events programme is core to the role and is purposefully designed to help our diverse range of students to make connections with each other and to foster life-long friendships.

The Campus Connectors are line managed by the Student Life Officers and together they work collaboratively with colleagues across the university to devise, plan, and deliver an inclusive, vibrant and engaging calendar of activity for all of our student communities.

The role is primarily focused on engaging and connecting face to face with students but also involves positively interacting with staff, visitors and stakeholders. Therefore, you must be confident in being a recognised point of contact and you should feel comfortable in approaching and talking to a broad range of individuals. You should also understand the importance of creating an exceptional student experience and you should have a high degree of empathy for others. You should thrive in an environment where you can learn and apply a variety of new skills and should have a positive 'can do' attitude to work.

There will be an expectation for you to be in photo and video content across our social media channels to develop our visibility to students across campus. You will also be required to work flexibly at weekends, evenings and during vacations. The role requires a real passion for making a difference to the student experience and a high degree of commitment and professionalism is required.



## Duties and Responsibilities

1. Work collaboratively with other Campus Connectors, the Student Life Team and other staff teams to develop, promote and host events and activities aimed at creating a sense of belonging for all Edge Hill Students
2. Form a strong understanding of how the Student Life Portal works and keep up to date with upcoming events to effectively promote them
3. Develop an understanding of the support services available to students, how to effectively signpost and how to acknowledge when further support is required
4. Effectively communicate with other Campus Connectors, staff and our diverse student body both in person and online. This will include providing content for social media
5. Act as an ambassador for Edge Hill, representing the University at events such as Open Days and Offer Holder Days. This includes featuring in content
6. Attend and contribute to essential training, 121's with the Student Life Officers and Campus Connector Team Meetings. This should include providing feedback, sharing your ideas and helping to troubleshoot challenges
7. Uphold professional standards and accurately monitor and evaluate activity in line with departmental procedures and practices

### **In addition to the above all Edge Hill University staff are required to:**

- a) Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety
- b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
- c) Undertake appropriate learning and development activities as required
- d) Participate in Edge Hill's Performance Review and Development Scheme
- e) Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner
- f) Demonstrate excellent Customer Care in dealing with all customers



Edge Hill  
University

## Eligibility

Candidates should note that they will be assessed based on their ability demonstrate that they meet the criteria outlined in the Person Specification below





Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria.

*Methods of Assessment include Expression of Interest (EOI), Recruitment Day (RD) and Interview (I)*

<b>Application Criteria:</b>		<b>Essential</b>	<b>Desirable</b>	<b>Method of assessment (EOI/RD/I)</b>
<b>Qualifications</b>				
1.	Current student at Edge Hill University	*		EOI/ RD
<b>Experience and Knowledge</b>				
2.	Experience of promoting, delivering and developing activities and events	*		RD/ I
3.	An understanding of social media and how to use a variety of channels including Instagram, Facebook and Tik Tok		*	RD/ I
4.	Experience in the use of a wide range of basic IT applications, including Microsoft Word, Outlook, and PowerPoint	*		RD/ I
5.	Knowledge of Student Life and the other services available within Student Services		*	RD
<b>Abilities and Skills</b>				
6.	Strong ability to inspire and motivate people from a range of backgrounds	*		RD/ I
7.	Excellent communication skills	*		RD/ I
8.	Ability to work on own initiative and as part of a team	*		RD/ I
9.	Good time management and organisational skills	*		RD
10.	Ability to work under pressure and problem solve	*		RD/ I
11.	Ability to uphold professional standards	*		RD/ I
12.	Understanding of the importance around maintaining confidentiality; data protection legislation; and how both can be implemented in practice	*		RD

## Personal Qualities

11.	A naturally positive, solution focused attitude to resolving 'everyday' variable challenges in a customer focused Environment	*		RD/ I
12.	Willingness to operate flexibly to meet business needs	*		RD

## How to Apply

Simply book your place on the **Campus Connector and Student Helper Recruitment Day** via the Student Life Portal and attend the Recruitment Day on May 20<sup>th</sup>. There is no written application for this vacancy and bookings for the Recruitment Day close at 9am on May 6th.

Upon booking you will receive confirmation of your place on the Recruitment Day. We will contact you by email following the Recruitment Day to let you know whether or not you have been shortlisted to participate in the interview stage. We try our best to inform all applicants within two working weeks of the outcome.

### *Campus Connector and Student Helper Recruitment Day > Shortlisting > Interview > Outcome*

Please note that you need to be available for the following if you are interested in this role:

- Campus Connector and Student Helper Recruitment Day: Tuesday 20 May 2025 from 9am-4pm
- Interviews: Tuesday 10 June 2025 or Wednesday 11 June 2025
- CC Training: Thursday 26 June and Friday 27 June 2025
- Welcome Weekend: Saturday 27 September and Sunday 28 September 2025

For informal enquiries about this vacancy you may wish to contact: Danielle Barnes, Student Life Manager at [Danielle.Barnes@edgehill.ac.uk](mailto:Danielle.Barnes@edgehill.ac.uk)

*At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.*