



Volunteer application pack

Student Ambassador

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Want to spend time doing something that has meaning, is challenging, inspiring, compassionate, and good fun? Then look no further...

SCIAF is the official relief and development agency of the Catholic Church in Scotland. We work in partnership with local and church organisations, supporting communities across the world to bring about lasting change.

Our Vision & Mission

A just world, free of poverty, where we flourish and live in harmony with each other and all creation. Compelled by Christ's love, we work with those in the world's poorest places to end poverty, protect our common home, and help people recover from disaster. We inspire loving action in the Scottish Catholic community to sustain our work.

SCIAF helps more than two million people each year climb out of poverty and recover from disaster, regardless of their religion, race, beliefs or background. We are part of the second largest humanitarian network in the world, Caritas Internationalis, which allows us to work in the most challenging places and respond quickly when emergencies strike.

Demonstrating love and compassion

By joining SCIAF, you'll embark on a meaningful and impactful journey, helping make a real and lasting difference to the lives of people living in some of the world's poorest places.

While we very much accept applications from people of all faiths and none, we are inspired by Catholic Social Teaching and represent the Catholic Church in Scotland as their official relief and development agency.

In everything we do, we aim to demonstrate our values of love and compassion – treating everyone with respect and dignity, standing in solidarity with our colleagues and those we serve, and believing in a better tomorrow.

Diversity, Equity & Inclusion

As an inclusive employer, we want our staff and volunteers to reflect the communities in which we live and work. We aim to cultivate a working environment where all staff and volunteers feel accepted and appreciated, and where bullying, harassment and discrimination are not tolerated.

We welcome applications from everyone, regardless of gender, age, ethnicity, religion, disability or sexual orientation and our recruitment process is open and fair. We particularly welcome applications from ethnic minority candidates.

Job title:	Student Ambassador
Salary:	Voluntary; some expenses may be reimbursed
Location:	Nationwide
Closing date:	Ongoing applications

Background to the role

Do you want to help make a real difference to some of the poorest people in the world? Do you want to use your skills to help change lives? Do you want to gain new skills and add to your CV? If any of these are true, we'd love to hear from you about bringing SCIAF to your institution.

At SCIAF, our mission is to create a just world for all – and we can't do this without the support of passionate students like you! Whether it's campaigning for climate justice, fundraising for our overseas projects, or raising awareness of our work at your university or college – we're looking for student ambassadors to work with us to bring SCIAF to your campus.

The Role of a Student Ambassador is to raise awareness of SCIAF's work in your university or campus, and gain more support for our fundraising appeals and campaigns. It may also sit well with your gifts to promote and lead prayer and reflections. While you'll need to use your own initiative, we'll support you to help you make the most of your role.

By getting involved, you'll help us reach more people in Scotland and increase our capacity to provide a hand up to people in some of the world's poorest places. We can't do it without you!

Role description

Overall purpose of role

To support SCIAF's mission to reach out to universities and encourage people to act, through prayer and by campaigning, and to give their time and money to support SCIAF's work around the world.

Support Coordinator

Community Engagement Officer

Time commitment

There is no set number of hours you'll have to cover in this role but we do expect that you'll spread the word about SCIAF by hosting or attending at least 2-3 events per term.

Travel

There won't be any official travel requests for this role but we would ask that you'd be able to visit us at our office in Glasgow for some training before you get started as an ambassador, and to check in at other points of the year.

We may also ask you to visit another university or college in the central belt to spread the word or collect a donation.

Tasks/Activities

We use various methods to reach university students. Our student ambassadors are expected to raise the profile of SCIAF and be comfortable communicating about our work in a variety of settings.

A student ambassador can take on a number of different roles:

Fundraising for SCIAF

- Get your Raising and Giving group or Student Union involved in fundraising for SCIAF by organising a bucket collection, coffee morning, sponsored event, or Real Gifts fair

Campaigning for change

- Spread news of our campaigns online and on campus – encouraging students to sign petitions, join our mailing list, and write to their MSP/MP
- Share information about our protests or stunts around the country and encourage students to come and join us

Spread the word

- Set up a SCIAF stall at Freshers week and other campus events – encouraging people to follow us on social media, join our mailing list, or even volunteer!

- Share our content on your group’s social media page and help us reach bigger audiences online
- Be a part of our content – take over one of our social channels for the day or feature in one of our campaigning or fundraising videos

Host events

- Host events on campus about human rights, climate change or international development and invite interesting speakers (including SCIAF staff and partners!)

Receive a donation

- Attend a college or university to collect a donation and say thank you on behalf of the people we serve

Offer your expertise in creating resources

- Help us to write campaign or fundraising materials aimed specifically at students

Leading prayer

- Set up a prayer group focused on our work or bring SCIAF prayers to your existing group, for example by using our Stations of the Cross or video reflections.

Safeguarding

The post holder may come into contact with children and vulnerable adults. SCIAF undertakes to ensure that all staff, volunteers and relevant others, whose work might involve contact with children, will have completed additional recruitment procedures and have obtained a satisfactory Enhanced PVG Check from Disclosure Scotland.

Code of Conduct

All staff and volunteers are expected to adhere to a Code of Conduct which specifies the attitudes and behaviour that all Caritas staff are expected to maintain. The Code is derived from, and closely related to, the Caritas Code of Ethics which prescribes the basic values and institutional practices of Caritas organisations.

Person specification

Area	Essential	Desirable
Experience		
Experience of community fundraising		✓
Knowledge		
Knowledge of our campaigning work		✓
Knowledge and understanding of international development issues		✓
A sympathetic understanding of the life, culture and structures of the Catholic Church and its Social Teaching.	✓	

Scottish Catholic International Aid Fund

SCIAF is the official relief and development agency of the Catholic Church in Scotland and a proud member of the Caritas family. 7 West Nile Street, Glasgow G1 2PR. Tel: 0141 354 5555. Scottish Charity No: SC012302. Company No: SC197327.

Skills and Abilities		
Event planning skills		✓
Strong presentation skills	✓	
Excellent verbal communications skills, with confidence and ability to represent SCIAF externally	✓	
Ability to work on own initiative and independently	✓	
Attitude		
Takes initiative and has an enthusiastic and creative approach	✓	
Flexible and professional	✓	
Enthusiastic and positive	✓	
Other		
Empathy with SCIAF's ethos, aims and objectives	✓	

Volunteering at SCIAF

What you can expect from us

- A thorough induction process
- At least two training days per year that will equip you with knowledge of new resources
- An annual safeguarding training day to keep you informed of our policy and any changes
- Open communication with the SCIAF team to offer any advice and deal with any concerns you may have
- Feedback about your performance in the role
- A positive volunteering experience with adequate support.

Hours of work

Timings and commitment vary per role, to be agreed in advance of commencing the role.

Trial period

All volunteering opportunities are subject to a trial period of one month.

Insurance

All volunteers are covered by SCIAF's insurance policy.

Learning and development

SCIAF invests in improving the skills of its volunteers and staff, and actively encourages everyone to broaden their understanding and knowledge through relevant training.

Location

With the exceptions of specific office-based roles, all volunteers are home based and expected to arrange their own travel within their local area.

Expenses

Travel to and from SCIAF events/training either by car or public transport will be reimbursed.