Telefund Student Ambassador

Annual Giving/IA

Spring 2024

Duties/Responsibilities:

- Engage alumni and parents through various communication channels, including phone calls and text messages.
- Build and maintain positive relationships with the Oxy alumni and parent community.
- Communicate effectively, showcasing the importance of financial contributions to the college.
- Work closely with student ambassadors for coordinated outreach.
- Bring creative input to brainstorming sessions for social media and video content.

Qualifications:

- Strong verbal and written communication skills.
- Ability to articulate the importance of fundraising with enthusiasm.
- Maintain an open schedule, with a particular emphasis on availability between 12:00 PM and 5:30 PM.
- Display genuine enthusiasm for fostering connections with alumni and parents.
- Enjoy collaborating with a diverse team atmosphere.
- Showcase quick and accurate typing skills for efficient communication.

Start date: February 4, 2024

End date: May 10, 2024 (with possibility to continue employment in subsequent semesters)

Work Schedule: (Sunday to Thursday) shifts from 12:00pm – 3:30 pm, 2:00 pm – 5:30 pm, 5:30 pm – 9:00 pm

Hours Per Week: 10.5hr/week (Three shifts/week; one shift/day)
Starting pay rate: $16.78/hr

Work Award: No Required

To apply, please submit student employment student employment application to medinasegura@oxy.edu by Sunday, January 28th at 11:59PM. All class years welcome!