

## Campus Ambassador, Team Lead

Under the direction of the *Manager, CAs*, and working in conjunction with school services, the Team Lead (TL) will act as official representative of **guard.me International Insurance** to promote the brand and its services to prospective/current international students by enthusiastically hosting events and organizing promotional campaigns on campus.

The TL will be responsible for building their Street Team Members (STM) and implementing a roster of events while ensuring appropriate staffing. TL will also ensure proper delegation of tasks to STM and be responsible for the logistics and distribution of **guard.me** swag.

This is a part-time, volunteer role requiring a minimum of two consecutive semesters.

### **Responsibilities**

- Attend information sessions about **guard.me** to ensure familiarity with the products, services and benefits offered
- Organize and lead information sessions of **guard.me** services and benefits for students
- Assist with orientation of international students
- Mandatory participation in weekly/ bi-weekly info booths and at least one event per month
- Coordinate event calendar and event logistics
- Participate in on-campus events throughout the year, such as Mental Health Awareness week, intercultural days, welcome days, club days and other events
- Collaborate with on campus staff and resources
- Respond to questions from students and staff in a professional manner and redirect them to resources available as part of the program
- Must be able to attend training and conduct bi-weekly CAs meetings with your Street Team members (STM) throughout the academic year (unless in direct conflict with a class. Inform *Manager, CA* of any conflicts well in advance)
- Maintain weekly contact with *Manager, CAs* to ensure collaboration and communication
- Identify different areas of success and communicate outcomes to *Manager, CA*
- Maintain budgets and complete other duties as assigned

### **Anticipated Learning Outcomes**

- Experience in International Insurance industry
- Development of public speaking skills
- Leadership, collaboration, and creative skills
- Conflict management resolution
- Team and time management

## Benefits and Compensations

- Participation in annual **guard.me** International Insurance Leadership Retreat
- **guard.me** International Insurance Certificate of Leadership and safeTALK Certificate

Disclaimer: Please note that this document is intended to provide an overview of job accountabilities and does not necessarily list all tasks related to the job.

***guard.me** is an equal opportunity employer and encourages applications from all qualified individuals. Accommodation will be provided to requesting candidates during the recruitment process. We thank all applicants for showing an interest in this position. Only those selected for an interview will be contacted.*

## About Us

**guard.me** International Insurance is the premier provider of quality healthcare insurance to the International Education and Travel Market. We provide comprehensive health insurance products for international students who are studying in Canada and for international students who are studying outside of Canada, as well as teachers and participants in exchange, co-op and work abroad programs. Since 1994, we have continually worked to exceed the expectations of our clients by offering superior service, comprehensive policy benefits and fast efficient claims processing that continue to surpass industry standards.

**keep.meSAFE** is the industry's first and only digital mental health support program for international students. The platform offers students immediate and confidential access to culturally relevant counselling in their native language, day or night. Students have the option of connecting with a professional counsellor via an app or by mobile phone, online chat, video, email or in person. Created specifically with international students in mind, **keep.meSAFE** is designed to complement existing on-campus counselling services and is fully customized to each school.