

Recruitment of Student Hosts for CEDARS Non-Academic Induction Programme 2020

Dear HKU Students,

CEDARS will organize guided chit-chat sessions during the CEDARS Non-Academic Induction Programme 2020 in August, aiming at bringing together new students who have gone through an exceptional journey to be new HKUers. All sessions will be conducted via Zoom in late August. We are recruiting current HKU students or fresh graduates to lead and facilitate the chit-chat sessions with new students in a fun and casual way. The objectives are to help new students meet new friends and build up rapport and friendship for their future connection in HKU.

Post 1 – Online Hosts

Responsibility:

1. To assist in the design of the rundown, content and topics of the chit-chat sessions
2. To host the session via Zoom and monitor smooth running of the chit-chatting from the beginning to wrapping up the session, in a fun and warm ambience
3. To ensure the collection of evaluation from participants and photo taking of all participants in the session

Requirement:

Fluent in spoken English. Confident, presentable, organized, detail-minded, possess good communication skills and engagement skills in running an online chit-chatting event. Savvy in using Zoom.

Post 2 – Online Facilitators

Responsibility:

1. To facilitate the discussion and sharing of the participants in the Zoom breakout rooms
2. To help participants build rapport and encourage them to exchange contacts

Requirement:

Fluent in spoken English. Friendly, sociable, outgoing, possess good engagement skills by eliciting students' active participation in mingling well with each other. Savvy in using Zoom.

Work period

21, 24, 25 and 30 August, 2020

- Each chit-chat session will last for 1.5hrs
- A compulsory training (via zoom) will be offered free-of-charge to student hosts on either August 18 pm or August 19 am, by an external professional trainer. This will be a valuable learning opportunity on online hosting
- Both online hosts and facilitators are required to attend a technical rehearsal

Rewards

1. A complimentary souvenir

2. Points for CEDARS Reward Scheme for Students
(<http://wp2.cedars.hku.hk/rewardscheme/>)
3. For those who confirm to help in at least three sessions, they will be invited to join the CEDARS High Table in end of August 2020

Application Method

Interested students are welcome to apply for both post 1 and 2 by submitting online application at: http://wp.cedars.hku.hk/form/studenthost2020_ccs.

Deadline

12 July, 2020 (Sunday)

Shortlisted candidates may be invited for a phone interview in July. Successful candidates will be contacted by CEDARS in due course.

For enquiries, please email to Ms Fanny Wong at fannywong8@hku.hk

Josephine Chan
Chief Student Advising Officer (Careers)
Centre of Development and Resources for Students (CEDARS), HKU
<http://cedars.hku.hk>