

# Position Profile

Position title	Junior Buddy
Organisational unit	Charles Darwin University (CDU) Global
Current location	Online or on-campus
Reporting to	International Marketing and Communications Coordinator and the International Marketing Administrator (international@cdu.edu.au)
Special considerations	<ul style="list-style-type: none"> <li>You will need to be a new commencing student in the upcoming intake</li> <li>You will need a computer with a microphone and camera.</li> <li>You will require approximately 10 hours over to attend activities.</li> <li>You must be enrolled to study at CDU.</li> <li>You must acknowledge consent and the code of conduct as part of the program application form.</li> </ul>

## SECTION 1: How will this program benefit you?

By joining this program, we intend that you will start your studies feeling prepared and excited. You will settle into university life quicker by receiving friendly advice and practical assistance from your Senior Buddy. Other benefits include:

- Your Senior Buddy will be a direct point of contact for questions about studying at CDU.
- Make new friends and immediately build your friendship network.
- Meet students from different cultures, learning about their customs, traditions and lifestyles.
- An opportunity to practise your English language skills.
- An opportunity to engage with CDU Global staff.

## SECTION 2: What will you need to do?

- Share your concerns, anxieties, and feelings with your Senior Buddy.
- Share your cultural customs and traditions with your Senior Buddy, and they will do the same.
- Maintain regular contact with your Senior Buddy. Communication should be respectful, and you will need to be patient.
- Meet with your Senior Buddy and participate in activities.
- At the end of this program, you will need to complete a compulsory feedback survey.

## SECTION 3: What skills do you need?

1. Good communication – speak to Senior Buddy with good eye contact, be respectful and professional and listen patiently and carefully.
2. Interpersonal skills – be considerate and understand the views of others.
3. Time management – manage your time well to ensure you participate in all the activities with your Senior Buddy as prescribed.
4. Emotional regulation – be positive, optimistic and enthusiastic. Be willing to accept opinions and advice from others.