



Calling the University of Tennessee home immerses our students in the Volunteer family. Our Vols @ Home team helps incoming and current students find their place on campus, and help make the on-campus living become an integral component to the UT experience. Team members work in one of two focus areas, Content Marketing and Tours & Special Events. Both focus areas function together as one team, and both may gain experience in other area if desired.

## Tours & Special Events

- **Information Fairs** - Tours & Special Events team members will participate in University of Tennessee information fairs, tabling on Pedestrian Walkway and student panels
- **Tours** - Tours & Special Events team members will lead residence hall tours. Assigned days/times are to be determined
- **Show Room** - As a Tours & Special Events team member, your room may be used as a showroom for on campus special group tours
- **Special Events** - Tours & Special Events team members will be required to work special events including Open House events (Big Orange Preview, Honors events, etc.), Opening Weekend of each semester to assist students and parents as they move into their new Rocky Top Community. Calendar of dates will be distributed during training.
- **Creative Marketing Services** - Acting as the student voice, team members will meet with the Marketing and Communications team to preview and offer advice on marketing campaigns and how to best reach students and parents
- **Video & Photography** - As a Vols @ Home team member, you may be a part of videos and photo campaigns to help with the experience of calling UT Home Sweet Home
- **Office Hours** - Vols @ Home team members will hold regular office hours to complete team projects
- **Staff Meetings** - Vols @ Home team members will be required to attend regularly scheduled staff meetings. A specific time, day, and location will be determined based on group's availability

## Position Requirements:

- Reside in on-campus housing at the University of Tennessee for at least 1 full academic semester
- Must be a current undergraduate student in good academic and conduct standing
- Maintain full time student status and a minimum 2.5 institutional cumulative grade point average during their period of employment
- Demonstrated excellent public communication and interpersonal skills
- Organization and time management skills
- Ability to effectively and positively represent the University of Tennessee and University Housing

- Commitment to promoting diversity
- Knowledge of resources and services at the University of Tennessee and University Housing
- Well-rounded beyond the classroom learning experiences at the University of Tennessee
- Exhibit leadership, initiative, dependability, discipline and self-confidence
- Must pass a background check
- Possess a current, valid driver's license

## **Benefits:**

- Priority on-campus housing for both fall and spring semesters
- Summer employment with summer housing opportunities
- University Housing promotional materials and uniform
- Opportunities to develop marketing, communication, and leadership skills
- Excellent social and networking opportunities
- Transferable professional skills

## **Additional notes:**

- Vols @ Home team members may participate in additional/outside employment with approval
- Vols @ Home team members must remain in good conduct standing for duration of employment
- Remuneration:
  - Hourly pay rate: \$11.00 per hour
  - Priority on-campus housing
  - Provided meals at events
  - University Housing promotional materials
  - Opportunity for summer employment