



EÖTVÖS LORÁND  
UNIVERSITY | BUDAPEST

# RECTOR'S CABINET INTERNATIONAL STRATEGY OFFICE

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## Call for Application ELTE International Student Advisory Committee for 2024/2025

### 1. What is the International Student Advisory Committee:

The International Student Advisory Committee is an ambitious student organization aiming to make the University a more inclusive space for ELTE Citizens of all backgrounds.

Its main role is to offer the representation of international students at ELTE while covering the much needed aspects through:

- Helping the international students on an individual level, and answering their questions regarding the University and even everyday life;
- Representing the international community during various events, making connections and cooperating with third party organizations and so on.

**If you want to help the international student community at ELTE, you are a perfect candidate to become a member of the International Student Advisory Committee in 2024/2025.**

### 2. Why should you decide to be part of the International Student Advisory Committee?

- **The more inclusive ELTE is, the more valuable your degree is:** One of the standing stones of modern higher education is the meeting of cultures and ideas
- **Expand your student network:** Build an exciting student network across the university.
- **Boost your CV with valuable experience:** Gain work experience to give your CV extra weight (e.g. leadership, event planning, content management, etc.).
- **Develop your skills that employers appreciate:** Sharpen your communication and presentation skills, event management skills, time management and increase your confidence.
- **Trainings:** Receive trainings and coaching throughout the role.
- **Reference letter:** Receive a reference letter based on your performance.
- **Certificate:** If you actively participate in the program, you are entitled to receive a certificate at the end of the academic year 2024/2025.
- **Team building events:** We will periodically organize leisure activities for the Committee

**Please note that this role is on a voluntary basis and not intended as a form of employment.**

### 3. **Who is eligible:**

- Must be a full-time degree-seeking student enrolled at ELTE, with an active student status **until the end of the academic year 2024/2025.**
- Students at bachelor, master and doctoral levels are eligible.
- Must have **completed at least one semester** at ELTE.
- Student should be based at ELTE for the academic year 2024/2025 and not on academic exchange abroad.
- Active socially at ELTE

Essential skills:

- **Language skills:** Fluency in English is essential, Hungarian is a plus
- **Good time management**
- **Friendly and approachable**
- **Strong driving force to make ELTE an even better place**
- **Familiar with the different concepts of internationalization, inclusion, diversity, social work, etc.**

Extra qualities we would love to see:

- **Soft skills:** strong interpersonal and organizational skills
- Ability to **take initiatives**
- Good **team player**
- **Punctuality**
- **Determination**

### 4. **Responsibilities:**

- Representing ELTE international in external and internal events
- Collaborate with the ELTE student unions (faculty student union, university student union, dormitory student union)
- Prepare and hold several events in the BoYL community space
- Submit work plans
- Be present at office hours and mandatory meetings/trainings

**Remember, you are not alone in this. Onboarding, guidance and support from International Strategy Office, and from veteran Committee members are always there.**

The exact tasks will be determined during the academic year, depending on the opportunities, and the needs of the community.

**Please note, that if you continuously neglect your duties as in the Committee, the University will unilaterally terminate your position!**

## 5. How to apply:

Application deadline: 30 August 2024

Please fill the application form here.

Please upload:

- A CV
- A high resolution picture of yours
- A motivation letter including your personal qualities, your daily experience as international student at ELTE; thoughts/ideas on the process of internationalization; potential initiatives to bridge the gap (if any); and your commitment)

**Optional Supporting Materials:** If you have any certificates, awards, or other documents that demonstrate your qualifications, and if you have connections with organizations which can support our scope, please include them.

## 6. Selection criteria and selection process:

Applicants must meet the eligibility criteria and must have essential skills.

We welcome applications from students of all disciplines and all faculties. Applications from diverse backgrounds are encouraged to apply.

During the selection process, we aim to create the diverse **and** balanced representation of different ELTE faculties, degree programs, scholarships, nationalities, regions and cultures.

Shortlisted candidates will be invited for an interview at the end of August.  
The selected candidates will be notified by the 6<sup>th</sup> of September.

## 7. Contact

For further information, please contact:  
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