

Student Engagement and Activation Officer

Updated 24 October 2025

POSITION DETAILS	
Portfolio	Deputy Vice-Chancellor (Students)
Organisational Unit	Division of Student Experience and Management
Supervisor (Title)	Senior Manager, City Campus Services
Classification	Higher Education Officer Level 5
Employment Type	Continuing, Full time

POSITION SUMMARY
Working under general direction, the Student Engagement and Activation Officer will be the central point of contact for student engagement initiatives and broader activations across City Campus. This role is required to work collaboratively with key stakeholders to lead and coordinate a range of programs, events and activities that foster a strong and vibrant community culture at the Flinders City Campus, including orientation and career focused activities. The Student Engagement and Activation Officer will identify, engage and work closely with diverse student groups and individuals to assess needs and co-create solutions that build community and social engagement, thereby actively contributing to student success and increasing student engagement in campus life. In addition, the Student Engagement and Activation Officer will work closely with a wide range of University stakeholders—in particular Flinders University Student Association (FUSA) - to deliver key student-centred initiatives that meet the needs of students at the City Campus; as well as provide student advocacy and link students to key University support services and clubs. The position is part of a team that support campus operations between 8am to 8pm. The incumbent is expected to work flexibly and collaboratively to ensure service coverage across these hours, with restrictions on taking leave during peak work periods.

UNIVERSITY EXPECTATIONS AND VALUES
All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to: - demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred; - contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor; - promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;

- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's *Work Health and Safety, Injury Management and Equal Opportunity* policies.

A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.

If you are required to work in any capacity, incidental or not, in a health care setting or other setting identified within a government direction issued pursuant to the Emergency Management Act 2004 (SA) or Public and Environmental Health Act 2011 (NT) you will be required to be vaccinated against COVID-19 and provide proof of your vaccination as a condition of your employment.

KEY POSITION RESPONSIBILITIES

The Student Engagement and Activation Officer is accountable for:

1. Undertaking the development, coordination and delivery of events and activities aimed at supporting the student experience and that foster a vibrant and inclusive campus culture.
2. Working closely with other University stakeholders to support the delivery of a City Campus-focused orientation and engagement program.
3. Building and maintaining close connection to FUSA, to support referral of students to Advocacy and Welfare Services and providing support/advice related to these areas to the campus community.
4. Working with the FUSA Student Council and staff to facilitate the development of City Campus-based student clubs and associations and to develop onsite student representation and leadership.
5. Identifying and building relationships with a diverse range of student groups at the City Campus including students from marginalised communities, students with additional needs, and student leaders.
6. In partnership with students and staff, undertaking ongoing needs assessment, and co-creating, facilitating and evaluating a range of community building and campus activation initiatives, activities, and events.
7. Contributing within the City Campus Services team to the development of an innovative, cohesive and effective team, prioritising team outcomes, whilst liaising and working closely with other university units.
8. Facilitating the adoption of student-centred campaigns and initiatives, along with campus activations and initiatives for support the City Campus vision. Any other responsibilities in line with the level of the role as assigned by the Supervisor and/or the University.

KEY POSITION CAPABILITIES

- Tertiary qualification in a relevant discipline with subsequent relevant work experience or an equivalent combination of experience and/or education and/or training.
- Demonstrated experience in leading and developing a program of engagement activities, events and activations and evaluating and reporting on their effectiveness and success.
- Sound knowledge and skills in event and program planning and the delivery processes and techniques employed to achieve required objectives within scope and budget.
- A practical understanding of community development, community engagement, and Students as Partners approaches.
- Experience in building effective relationships within a diverse and multicultural context.
- Demonstrated experience working collaboratively with diverse stakeholders and the ability to deliver outcomes in a complex organisational environment.
- Well-developed communication skills to promote and connect with students and the University community, including compiling reports and advertising to raise the awareness of events and activities.
- Well-developed interpersonal skills, including the ability to engage with a diverse range of staff and students in both formal and informal contexts.
- Effective to well-developed organisational and time management skills, with the ability to work both with supervision and independently according to defined priorities to meet deadlines and take initiative as required.