



## **SIPPA Student Development Lead: 2020 Application**

Our executive team is looking for one student to join our supportive and motivated team in the role of Student Development Lead. Our Student Development Lead is an integral part of our team who oversees and delivers the Career and Professional Development Webinar Series on a bi-monthly basis. SIPPA's mission is to create a community for students of positive psychology by facilitating collaboration, professional development and networking. The bi-monthly Career and Professional Development Webinar Series explores the career journeys of leading experts in the positive psychology field to glean learning and tips for members looking to travel a similar path. Joining the team provides a unique opportunity to develop leadership, technical skills and an opportunity to learn from leaders in the positive psychology field. Our association is truly international so you may be located anywhere in the world. Please read below to learn more about the available position and the application process.

**Length of Term:** The Student Development Lead will serve a two-year term. This role will be advised by IPPA's Division Program Lead and SIPPA's President.

**Job Description:** The Student Development Lead's key responsibility is to oversee and deliver the bi-monthly Career and Professional Development Webinar Series process. The aim of the webinar-series is to support career development by asking leaders in Positive Psychology 'what can we learn from those who have gone before us?'. The webinar series is a popular offering for students and the wider IPPA community of life-long learners. The Student Development Lead role is currently a co-lead position, sharing responsibility with a fellow lead.

The Student Development Lead's responsibilities include, but are not limited to, the following tasks:

- Overseeing the Career and Professional Development Webinar series process
- Working in partnership with Student Development Co-Lead to set and execute the direction of the bi-monthly webinar-series. Sharing tasks and playing to each other's strengths.
- Reaching out to positive psychology experts to schedule webinars with them
- Working alongside the Communications Lead to recruit attendees for webinars
- Proactively developing skills in available technology to help facilitate webinars
- Interviewing positive psychology experts on recorded webinars
- Obtaining and using feedback from webinars to improve future events
- Attending monthly business meetings

**Attributes:** Strong, proactive communication skills; high learning agility; excellent people skills; organised, ability to coordinate activities and familiarity with webinar technology. Strong interest in positive psychology and helping individuals navigate their career and professional development, especially current students or those who recently graduated. Willingness to learn about the needs of students who wish to become academics, researchers or practitioners in the field. Current enrolment in academic studies.

**Time commitment:** Approximately 2 hours/week. : Varies based on timing of division activities with more hours required closer to events.

**To Apply:** Please include the information below and send along with other attachments to [sippadiv@ippanetwork.org](mailto:sippadiv@ippanetwork.org). The information you provide will be used solely in consideration and for contact purposes regarding a position on the SIPPA Student Development Lead role.

- Personal Information (Name, Email)
- Academic Information (Current school, Department, Anticipated Date of Graduation)
- A statement of the interest in the position, relevant skills, and 3 ideas you can implement as the Student Development Lead. This should be no more than 500 words.
- Curriculum Vitae in English.