



ACU Ambassadors

The Ambassador role can be held by one person or shared between two individuals within an ACU member institution. The purpose of the role is to facilitate stronger communication channels between the ACU and member institutions.

Who can be an Ambassador in my institution?

The Ambassador should ideally be someone other than the Executive Head of the institution who has an insight to, or oversight of, the university's international strategy, collaborations and partnerships. This could include: international mobility, research partnerships or strategic partnerships.

The Ambassador must be able to identify the correct internal contacts for a variety of opportunities on offer from the ACU. The role would be suited to someone looking to move into a leadership role, and provides a professional development opportunity by helping them expand their global networks, understand their organisation's strategic direction and build successful relationships with the ACU and other key external stakeholders. This could be someone in the international office, research office or from a faculty with an international focus.

The role is not expected to take up more than 1 hour each month of the Ambassador's time (outside of any travel and event attendance at the Ambassador's own discretion).

Ambassadors are expected to:

- Act as first point of contact for enquiries from the ACU about the institution, including queries regarding subscriptions and surveys
- Be the first point of contact for enquiries from within the institution about the ACU
- Carry out an annual check and updating of contact details for institutional contacts
- Circulate other information about ACU opportunities within the institution as relevant and encourage colleagues to sign up for the mailing list
- Facilitate ACU visits to ensure relevant colleagues are included
- Pro-actively find ways for the ACU to be promoted on campus (e.g. international day stand, internal briefings etc.)
- Follow up with colleagues and students who have won grants or attended ACU events. Gather stories and liaise with the institution's communications team to feature ACU content when appropriate



- Occasionally take part in focus groups and workshops held by the ACU
- Occasionally attend ACU events
- Facilitate collaboration enquiries from other member institutions

The ACU will support by:

- Supplying promotional material and email templates about the ACU and opportunities to help to promote the organisation
- Organising an introductory meeting/call about the role and quarterly contact with ACU Ambassador's manager
- The timely communication of opportunities and support to those taking these up during the application process
- Arranging yearly meetings for Ambassadors to get together
- Creating an online community for Ambassadors

Benefits to the individual:

- Developing contacts within their own institution
- Fostering an international outlook and developing knowledge of the HE context across the Commonwealth
- Developing their own international network of contacts
- The opportunity to represent their institution on a global platform

Benefits to the institution:

- Increased knowledge of opportunities available through the ACU, including funding
- Influencing ACU strategy by effectively feeding back priorities and expertise
- A broader knowledge of the HE context across the Commonwealth
- The opportunity to develop future leadership internally
- Promotion of your institution through our social media channels, members' magazine and newsletter

For more information, please contact membership@acu.ac.uk