



Outreach Officer



Communications Team Description:

Our team is a dedicated group of designers, creators and creative thinkers, all working together to elevate Asclepios' brand. We ensure that all visual elements align with our mission and each team member plays an essential role in creating impactful designs. Some of the key objectives include improving the website, designing mission patches and managing different social media platforms among others. If you enjoy thinking outside of the box while working with like-minded people, we would love to welcome you in our team! This year, Asclepios is looking to boost its presence in both the social media world as well as the scientific community to cement itself as a leading student analogue research organisation.

Outreach Officer Description:

As an Outreach Officer, you will be responsible for researching and applying for a range of outreach events for Asclepios to participate in. These events can range from conferences, to high school talks, to space-themed festivals. The outreach officer will be the main point of contact for event organisers / sponsors who would like to collaborate with Asclepios for in-person events or seminars. They will also be responsible for organising internal outreach events such as inviting seminar speakers or organising workshops.

Key information for role:

- **Average hours required per week** - 4-6 hours
- **Tasks and Responsibilities:**
 - Attend regular meetings with the Communications team to give and collect updates for the heads
 - Coordinate with other teams within Asclepios to arrange specific outreach events
 - Reach out to people with interesting space-themed jobs / positions that may want to give talks to Asclepios
 - Research and apply for conferences, workshops or academic festivals
 - Work with sponsors to collaborate on specialised sponsored outreach events

- Point of contact for all outreach related activities in Asclepios
- **Essential Requirements for Role:**
 - Dedication
 - Teamwork
 - English fluency
 - Strong communications skills
 - Demonstrated initiative in past projects
 - Enthusiasm for working in a Space / STEM student project
- **Desirable traits for role**
 - Experience in outreach management
 - Experience working in student organisations
 - Multi-lingual skills (French, Spanish, Italian are advantages)
 - Driver's licence

Inclusivity Statement

Don't meet all the requirements? That's okay, one thing all applicants that are chosen show in common is their passion for Asclepios and their passion for the mission. Feel free to apply for any role you think you will enjoy. At Asclepios, we have a very welcoming environment and ensure no one is left behind. We are one big international family!