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GRAND RECRUITMENT 2015

JOB DESCRIPTION

YOU'RE ONLY FRESHMEN ONCE (YOFO)

DELEGATE TEAM

A. FUNCTIONS

Responsible for participants of the camp.

B. AVAILABLE POSITIONS

- 2 Managers (1 for Hanoi, 1 for Ho Chi Minh City)
- 4-6 Assistant Managers (2-3 for Hanoi, 2-3 for Ho Chi Minh City)

C. TIME OF WORK

- Expected beginning day: May 11, 2015
- Expected ending day: August 22, 2015
- Expected commitment: 20-30 hours/week
- Expected duration of stay in Vietnam: May 20, 2015 to August 10, 2015

D. RESPONSIBILITIES

Recruiting, managing, and taking care of participants to meet their needs before, during, and after the camp, aiming for a consistently high level of satisfaction of participants toward the camp.

Responsibilities include, but not limited to:

- Promoting the camp to potential participants
- Recruiting the participants of the camp
- Facilitating the bonding between participants, organizing team and guests
- Surveying participants about the quality of the camp
- Assisting the Co-Project Leaders to write the Executive Report

E. QUALIFICATIONS

- Persuasive
- Sensitive and mindful
- Friendly and approachable
- Good at communicating to bridge the gap between participants, organizing team and guests

F. RECRUITMENT INFORMATION

- Round 1: Application round. Deadline: **11:59 PM April 5th (EST)**
- Round 2: Interview round for applicants who pass Round 1 only.

G. CONTACT INFORMATION

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