



INDEPENDENT COLLEGES LIMITED



#JOB-2445583



INDEPENDENT COLLEGE DUBLIN, Foley Street, The Steelworks, Dublin 1, D01 X997



No of positions : 1



Paid Position



40 hours per week



32000.00-37000.00 Euro Annually



30/04/2026



28/05/2026

How to apply

Application Method :

Not available



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Student Engagement Advisor

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Independent College invites applications for the position of Student Engagement Advisor within the Student Services team. This role supports the delivery of a high-quality, student-centered experience, with a particular focus on student engagement, inclusion, and wellbeing.

The successful candidate will work under the direction of the Student Experience Executive and collaborate with academic and professional services staff to support student engagement initiatives and provide frontline support to learners throughout their academic journey. The Student Engagement Advisor reports to the Dean of Student Affairs.

Key Responsibilities

Act as a first point of contact for student queries relating to engagement, campus life, and support services.

Support students in their transition to college life, particularly international students and those requiring additional guidance.

Assist in the coordination and delivery of induction and orientation programmes.

Support the planning and delivery of student engagement events, workshops, and social activities.

Promote student participation in mentoring programmes, societies, and intercultural initiatives.

Encourage engagement with student feedback mechanisms (e.g. surveys, forums, class representatives).

Assist in gathering and reporting on student feedback to inform service improvements.

Support student representative structures, including elections and ongoing engagement.

Promote student wellbeing initiatives and signpost students to appropriate support services.

Work collaboratively with academic and professional services staff to enhance the student experience.

Provide administrative and operational support for student engagement activities.

Represent the Student Services team at College events, including orientation and open evenings.

Selection Criteria

Essential Requirements

A relevant third-level qualification (Level 8 or higher on the National Framework of Qualifications) or equivalent experience.

Demonstrated experience in a student-facing, customer service, or support role.

Excellent interpersonal and communication skills, with the ability to engage effectively with a diverse student population.

Strong organisational and administrative skills with attention to detail.

Ability to work effectively both independently and as part of a team.

A clear commitment to a student-centered approach and to promoting inclusion and wellbeing.

Desirable

Experience working in a higher education environment.

Experience supporting student engagement initiatives, events, or programmes.

Awareness of the needs and challenges of international students.

- **Sector:** education

Career Level

- Experienced [Non-Managerial]