

[Korean Student Life Coordinator](#)

[EF Education First](#)

Skills: Communication, Problem Solving, Customer Experience, Interpersonal Skills

About the job [Korean Student Life Coordinator](#)

Who we are:

Education First (EF) is the world's largest international education company, offering global travel and study abroad to students, young people and adults, language-learning, cultural exchange, and academic programmes.

EF Study Abroad programmes makes it possible for North American students every year to see the world and discover new cultures through our immersive study programmes.

This First Year Global Semester program has been designed in partnership with the University of Texas, with two key objectives;

- Firstly, to provide students with a cultural, geographical and linguistic introduction to Seoul and Korea, in preparation for their enrolment in select, semester coursework offered at UT Austin's Seoul partner universities.
- Secondly, to immerse students locally through intentional industry engagement experiences, service learning and cultural field visits designed to instil an understanding of the complex social, cultural, and economic tapestry that today defines this fascinating part of the world.

Special focus will be given to the theme of Technology and Society selected for this program by UT Austin.

Students completing the program will acquire a firm linguistic foundation upon which they can build their Korean language proficiency at UT Austin, a strong understanding of Korean culture and of the country's tremendous social, economic and technological transformation to become a leading powerhouse in the Pacific Rim.

WHAT YOU WILL DO:

In your role as **Student Life Coordinator**, you will play a vital role in ensuring the wellbeing the students participating in new EF Study Abroad program in South Korea.

This is a seasonal freelance position, you will lead a group of students aged 18-22 yrs. for an Academic Semester from August – December 2024.

From the day the group arrives, until the moment of their departure, you will stay with the group becoming their reference point and being responsible for the day-to-day tour organisation with 24/7 availability, as required.

The Student Life Coordinator's primary role is to support and empower program participants to be successful, engaged, and safe throughout the duration of their EF Study Aboard semester experience. The overarching goal of the Student Life Coordinator to foster positive group dynamics, while ensuring each individual student feels a sense of belonging within the group and that students are adapting to the program successfully.

The Student Life Coordinator works closely with EF local staff & local Site Manager as well as a liaison with the University and EF HQ. In addition, the Student Life Coordinator is responsible for assisting with program activities and using their unique skill set to enhance the student experience.

Your responsibilities will include, *but are not limited to*:

- Prepare for and welcome students on arrival alongside local staff and partners
- Assist in the design and implementation of virtual and in-person orientation activities.
- Facilitate and participate in group activities throughout the program.
- Empower students to set goals and follow-up on their progress, with a focus mindset, Global perspectives, Personal development, and Action.
- Appropriately respond to emergency situations as needed, working closely with a central Safety and Incident Response team and EF Study Abroad Staff to manage crises
- Help foster positive community dynamics within the cohort and with the local community, focusing on inclusivity and respect.
- Accompany students on all included tours and activities, assisting with logistics as needed.
- Respond appropriately to any violations of the EF Study Abroad Code of Conduct in collaboration with other EF staff members.
- Compile and create content for EF Study Abroad, potentially including photos, student interviews, etc.
- Other duties as reasonably assigned.

Quality Management & Innovation

- Working in partnership with the Site Manager to manage quality of the program product, hotels and activities.
- Continuously expand EF local knowledge of the region, including but limited to suppliers and logistics of the area.
- Review processes & approaches with an eye to continuously improve efficiency, quality, cost & ultimately customer experience.

Requirements and Qualifications:

- Fluency in English and Korean.
- Ability to attend virtual or in-person training 2 months ahead of departure.
- Ability to live and work in the same location as the students for the entire duration of the program.
- Availability to work full-time (approximately 40 hours per week) on an hourly basis.
- Flexibility to have hours that vary based on the needs of the students and program. Including on call emergency.
- Experience leading, facilitating, and/or working with college students in a mentorship capacity.
- Ability to work both independently and in collaboration with an international team locally and across the globe.
- Remain calm under pressure & able to use your own initiative.
- Experience studying, working, or living abroad required. Experience in program country/region preferred but not required.
- Ability to demonstrate and further develop administrative skills, interpersonal communication, and cross-cultural awareness in an international context.
- Bachelor's degree from an accredited college or university.
- CPR certification (will be provided if not already certified).

Nice to have:

- International travel experience.
- Knowledge of North American culture.
- Experience leading groups of young people.
- Experience working with 18-22 year olds in jobs (i.e. Teachers, camp counsellors, coaches, resident assistants)

- A strong interest in working in international education, the travel industry, and working on growing as leaders.

Compensation Package includes:

- Accommodation for the duration of the program
- Contribution to meals and living allowance
- International mobile phone plan

ABOUT US

EF is a multicultural and multilingual community of team members working across 55 countries all around the world. Since 1965, we have helped millions of people see new places, experience new cultures, and learn new things about the world and about themselves. Our culturally immersive education programs—focused on language, travel, cultural exchange, and academics—turn dreams into international opportunities.

When you join EF, you join a multicultural and diverse community all sharing one mission, of opening the world through education. EF is proud to be an equal opportunity employer and we are committed to inclusion and belonging across race, ethnicity, gender, age, religion, caste, parental status, identity, experience and everything else that makes you unique.