

## Role Description | EFPSA Study Abroad Responsible

*Team* | Study & Travel Abroad (STA) Service

*Accountable to* | Study & Travel Abroad (STA) Coordinator;  
Academic Affairs Officer

### *Purpose of the Role*

- Maintaining, moderating and further developing the Study Abroad section of Study & Travel Abroad (STA) Service.

### *Main Responsibilities*

- To effectively promote Study Abroad section amongst psychology students in Europe
- To facilitate students' postgraduate and undergraduate opportunities by providing them with detailed information and experience stories
- To maintain a constant flow of communication with the Study & Travel Abroad (STA) Coordinator

### *Tasks*

- Maintaining and developing EFPSA's database of Master and PhD programs in Europe in order to ensure the provision of accurate information
- Collaborating with the Member Representatives (MRs) in the collection of various information
- Encouraging students to share their experience stories and effectively collecting and archiving this information in the Study & Travel Abroad (STA) Blog
- Editing STA blog with the team members
- Providing guidebooks to psychology students for their study abroad experience
- Effectively promoting the Study & Travel Abroad (STA) Service through various channels and mediums
- Contributing to the common projects of the Study & Travel Abroad (STA) Service



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*European Federation of  
Psychology Students' Associations*



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*Study & Travel Abroad*

### *Skills and Requirements*

- Good English and communication skills
- Time and project management skills
- Team working and organisational skills
- Basic knowledge of Google docs and drive
- Information literacy

Please note that EFPSA's roles are always being developed, therefore, there may be slight variations to this document since it was produced. If you would like to ask any questions, receive additional insight or state an interest in this position, please contact the current STA Coordinator on [sta@efpsa.org](mailto:sta@efpsa.org) or the Academic Affairs Officer on [academic@efpsa.org](mailto:academic@efpsa.org).