



Steer Peer Mentor

Role Description

Aims of the Steer Peer Mentor

To improve the university experience of new students by helping guide them both academically and socially. Specifically, we seek to improve both you and your mentees' confidence in the following areas:

1. Interpersonal: introducing themselves to and speaking with people who they haven't met before, etc.
2. Critical thinking: analysing complex problems, investigating questions for which there are no definitive answers, evaluating information sources, and drawing appropriate conclusions.
3. Collaboration: working effectively and respectfully in teams to accomplish a common goal, while assuming shared responsibility for the completion of tasks.
4. Communication: organising thoughts, data, and findings to share these effectively through various media, such as written reports, oral/digital presentations, etc.
5. Using learning-based technology: utilising databases to find appropriate sources for their research, writing assignments, etc.

Details of the role

Each of the University's 21 divisions will have dedicated mentors, facilitating a group approach to mentoring and fostering course communities for collaborative learning. Ideally, there will be a second-, third-, and fourth-year mentor for each division.

Once you have completed the short training programme, your role will primarily be focused around answering questions from your mentees, whether that be via email, MS Teams, WhatsApp, etc. These will concern all aspects of the student experience, such as your mentees' course, the campus, opportunities and facilities available, and how to access both academic and wellbeing support.

You will also be expected to host peer-assisted learning (PAL) sessions. PAL sessions are monthly team study sessions for students in lower years of your degree to get support from you on course material.

There will be opportunities for you to socialise with your course community and other mentors both at meetings that you organise and at events organised by the Students' Union.

Time Commitments

- Training: 2-hour training programme before student arrivals in September
- PAL sessions: monthly 2-hour sessions with 0.5-1-hour planning session beforehand
- Check-ins: 0.5 hour monthly debrief

- Communication: Regular checking of emails throughout the week is required to answer questions from mentees. This may take around an hour each week.

Responsibilities include:

- Completing the training session.
- Answering questions from your mentees to the best of your ability and in a timely manner.
- Maintaining consistent communication with your mentees throughout the academic year to update them on any pertinent information, notify them about an event/opportunity which may be of interest to them, as well as to check in and remind them that you are there to help if they have any questions.
- Signposting your mentees to the appropriate service or department should you be unable to answer a query.
- Organising and attending social activities with your course community.
- Running regular PAL sessions.

Preferred skills, attitudes, and experience for the role:

- Good listening, communication, time management, and other relevant skills.
- Friendly, welcoming, and approachable demeanour.
- Ability to work as a part of a team but also on your own initiative.
- Desire to work with a diverse population and encourage wider student engagement.
- Decent knowledge about your course/faculty and a willingness to learn more.
- Willingness to stay up to date on the opportunities and resources available to students.

Benefits to you:

- You may use this volunteer experience to build your CV.
- Accrue volunteering hours to apply for awards, such as the My Stirling and Saltire awards.
- Receive a certificate upon completion of the role at the end of the academic year.
- Develop leadership skills and improve your employability.
- Meet new people and gain experience engaging with a diverse population, working closely with other students, and providing support to others.

What we expect from you:	What you can expect from us:
A commitment to providing support and guidance to your mentees through communication and PAL sessions.	To receive a meaningful and rewarding volunteer experience.
Knowledge of your course and department.	To receive appropriate training, as well as potential opportunities for further development.
A commitment to protecting the privacy of your mentees.	To be treated with respect regarding personal characteristics, personal boundaries, and academic commitments.
To feel confident in approaching the Students' Union with any issues or concerns you may have.	Ongoing support to ensure that you have the skills and knowledge required to deliver your role as mentor.
To demonstrate appropriate conduct that adheres with the ethos and policies of our campus community.	To have your concerns and ideas listened to and addressed, as well as an opportunity to provide us with feedback on how the service

	can be improved both for mentors and mentees.
An eagerness to engage with the student population.	For your involvement to be valued, appreciated, and recognised.

Additional information and how to apply:

- Further information can be found at <https://www.stirlingstudentsunion.com/opportunities/steer-peer-mentoring/>
- If you have any questions, please contact the Students' Union at steer@stir.ac.uk
- If you would like to apply for the role, please visit: <https://forms.office.com/Pages/ResponsePage.aspx?id=9wmNTnnMy0yRSaQjIdF0lulx2sLJzWFDhDonxeidze5UNE1VSFNKSDZLMFRIUkFURjJENENLRjM3SS4u>