



## 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 your mentees' (and your) 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

After completing a training session with the Students' Union and relevant University staff, you will be matched with a number of students studying in subject areas similar to yours. These matches will be based on availability and will therefore not always align perfectly.

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

Your role will primarily be focused on answering questions from your mentees—whether that be via email, MS Teams, WhatsApp, etc.—about the student experience, such as on information about their course, the campus, opportunities available to them, and how they can access support for both academic and wellbeing purposes.

#### Responsibilities include:

- Completing the training session.
- Attending the first meeting with all Steer members to receive your mentees, as well as one union-led Steer event per semester.
- Answering questions from your mentees to the best of your ability and in a timely manner.
- Signposting your mentees to the appropriate service or department should you be unable to answer a query.
- Organising at least one social activity for you and your mentees per semester. This can be grabbing a coffee on campus, seeing a show at Macrobert, etc.

- 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.

#### 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:  |
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| A commitment to providing support and guidance to your mentees.                                      | To receive a meaningful and rewarding volunteer experience.   |
| Dedication to helping students settle in at the University of Stirling.                              | 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](mailto:steer@stir.ac.uk)
- If you would like to apply for the role, please visit:

<https://forms.office.com/Pages/ResponsePage.aspx?id=9wmNTnnMy0yRSaQjldF0luX2sLJzWFDhDonxeidze5UMjNLU01JUUY3TEdFR0s3RzNYRFk1U0ZTU4u>