

# Student Leader Volunteer Role Description

<b>Role Title</b>	UPSU Buddy scheme buddy
<b>Location</b>	Plymouth, Devon & Cornwall
<b>Timings</b>	Various
<b>Commitment</b>	An average of 12 hours per month, ideally for the full academic year. The time commitment may vary depending on the number of buddies you wish to take on and the support they need.
<b>Supervised/Supported by</b>	UPSU Volunteer Team
<b>UPSU Department</b>	Volunteering
<b>Role Overview</b>	<p>As a volunteer buddy you will be matched with another student who has requested support. The role will see you:</p> <ul style="list-style-type: none"> <li>• Providing peer support to your buddy as they transition to the University.</li> <li>• Regularly checking in with your buddy and providing support. This could be either in person, for example meeting for a coffee or taking part in an activity together or it could be through virtual meet ups via Zoom/ Teams.</li> <li>• Help your buddy to find their 'Uni family'</li> <li>• Signpost to appropriate on campus services with UPSU or the University that your buddy may require.</li> </ul>
<b>Supervision/Support Provided</b>	<p>Training Ongoing support and guidance Opportunities to upskill and develop</p>
<b>Useful Abilities And Previous Experiences</b>	<p>The scheme welcomes applications from returning University of Plymouth students, no previous experience required.</p> <p>As a buddy you will be reliable, organised, a good communicator and have an enthusiasm for increasing their buddy's experiences whilst at University.</p>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Confidentiality</li> <li>• Data Protection</li> <li>• Communicating and connecting with your buddy</li> <li>• Signposting – overview of UPSU and University Services</li> <li>• Personal safety</li> </ul>
<b>Requirements</b>	<ul style="list-style-type: none"> <li>• Make regular contact with your buddy and schedule mutually convenient times approximately once a week to check in either in person or virtually with your buddy.</li> <li>• Attend all relevant training.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide regular updates and contact with supervisor</li> <li>• Represent and assist in the promotion of the Buddy scheme.</li> <li>• Respect confidentially and maintain a duty of care, ensuring safety and wellbeing when interacting with your buddy.</li> <li>• Signpost to appropriate on campus services with UPSU or the University that your buddy may require.</li> </ul>
<b>What's In It For You</b>	The role will allow you to improve your confidence, meet new people and develop transferrable skills which can be used to boost your CV. You will also be given opportunities to upskill yourself with training from the SU and references can be provided if requested.
<b>The Impact You'll Have</b>	<p>This is a rewarding role that will give you the opportunity to combat loneliness and really make a difference within your student community.</p> <p>As a volunteer buddy you will support new students and help them to really make the most of their time at university.</p>
<b>DBS requirements</b>	None
<b>Application and Selection Process</b>	To become a buddy you will need to complete an application form. This will then be followed with an informal chat with a representative from UPSU's volunteering team.
<b>Last Updated</b>	13/10/20
<b>For more information, contact</b>	<p>Volunteer Team  <a href="mailto:volunteer@su.plymouth.ac.uk">volunteer@su.plymouth.ac.uk</a>  01752 588397  Located in the Volunteering department in the Hive, UPSU</p>

*to transform lives through experience*