



## PEER MENTOR ROLE DESCRIPTION

<b>Role Title</b>	Peer Mentor
<b>Duration</b>	12 months (approx.)

### Position Summary

To help new students to settle into UCD by organising groups activities and providing support and guidance throughout their first year. Drawing on your own experience of what it was like to come to UCD for the first time, you will help new students feel welcome and assist them in making new friends so that they get the most of their university experience. The enthusiasm and commitment of our Peer Mentors is the most important factor in the programme's success.

### Principal Duties and Responsibilities

- Meet with your mentees during orientation and create a schedule of meetings/ social events throughout the first semester
- Maintain regular contact with your Student Adviser/ Student Progression Manager on issues of importance
- Demonstrate a committed approach to the role
- Listen to the needs of your students, either as a group or individually, and provide an appropriate and timely level of support or referral
- Attend debriefing meetings with your Student Adviser/ Student Progression Manager and provide feedback when requested
- Help new students to access the University's support services where appropriate. This is an important role for a Peer Mentor. Sometimes students can be reluctant to seek help. A little encouragement from a fellow student is often all it takes to overcome this difficulty.
- Represent yourself and the University in a constructive, helpful and positive way
- Participate in the evaluation of the programme when it is over

### Criteria

#### Mandatory

Peer Mentors must be fully registered senior students (at least Stage 2) and must be progressing in their own studies. They must be able to commit to the role for the duration of the year. You will need to be responsive to your peer mentor coordinators and show that you can balance the competing demands of being a student.

## Optional Extras

- Peer Mentors must be good communicators who can help new students feel relaxed by encouraging them to ask questions and get involved in campus life.
- You should be able to use your own first year experience to initiate ideas and organise social activities for your mentees.
- You should be able to speak with confidence about what university has to offer but it's important to recognise that new students may need some encouragement in the early stages.
- Being enthusiastic about the possibilities of coming to college is very important but it should be managed so that new students don't feel overwhelmed.
- Having a good knowledge of UCD is crucial. Having some background in getting involved is useful though not a requirement.