

# Mentoring Champion

## September - June, Part-Time, Voluntary

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### Aim

The aim of this position is to promote and support mentoring schemes available to students in your School. The Mentoring Champion will recruit mentors for the CEED Mentoring Scheme, run events to help mentee-mentor matches get the most out of their pairing and offer feedback. The role holder will have the power to lobby and influence mentoring services in their School and potentially run their own 'Transition to Honours' mentoring scheme (if applicable).

### Key Responsibilities

*What you will be doing:*

- Plan, coordinate and run mentoring scheme events in your School
- You will have the opportunity to give feedback to CEED and Students Association sabbatical officers on mentoring schemes
- Collaborate with other Mentoring Champions across the University to share best practice and spread workload by putting on collaborative events
- Support your School President in their mentoring initiatives
- Signpost useful resources to students involved in mentoring schemes in your School

*How you will be doing it:*

- You'll receive training on promotion and how the mentoring schemes work and will be supported by CEED and your School President
- You will host events by working alongside the Community & Events rep in your School
- You will provide advice to School Presidents
- You will collaborate with other Mentoring Champions from across the University
- You will have a working relationship with staff at CEED who support mentoring schemes
- You will be able to run your own mentoring scheme for students transitioning into honours with the permission and support of your School President and CEED

### Essential Characteristics

A determination to improve mentoring in your School and some prior knowledge of events planning

### Useful Skills or Characteristics

- Working as part of a team
- Organisational skills
- Good communication skills
- Commitment and dedication

### Skills you can expect to learn and develop

- Develop the ability to coordinate and plan events, gather feedback and improve your communication skills
- Increase organisational skills and flexibility
- Gain experience of working with a diverse team of other academic representatives
- Get a better understanding of mentoring schemes and students in your School

### Expected time commitment

Generally between 1 and 3 hours weekly. Sep-Nov and Mar-Apr will be slightly more demanding.