Freshers Team Roles 2016

**Purpose of the Freshers Team**

Each year the Freshers Team plays a vital part in helping new students settle into university life during the first few weeks. Primarily, the team is there to ensure everyone has a fun introduction to the city and to university life. Sometimes things don’t go to plan though and the Freshers Team is often the first point of contact for students with concerns, proving a friendly face, a sympathetic ear and information on how to resolve any situations which may arise.

The Freshers Team assist students when moving into halls and coordinate social events, as well as helping out at the Freshers Fayre. There are also often lots of random tasks which don’t really fit into the role description, but they all make being part of the Freshers Team the unique and rewarding experience that it is.

We are now recruiting for Team Leaders (paid) and Volunteers to help with Freshers 2016, runs from the 10th to the 23rd of September. This year as well as having Freshers Team volunteers we’ll also have a dedicated Welfare Team, made up of volunteers.

Please scroll down for more information on what each role involves.

**Benefits of being on the Fresher Team**

* Use your knowledge to help new students settle in the city
* Help keep your fellow students safe
* Build your confidence and interpersonal skills
* Meet new people
* Attend lots of great events
* Develop skills in leadership, teamwork and events
* Boost your CV and employability prospects
* Great for networking and contacts
* Build up volunteering hours which go on your university record (not for Team Leaders)
* Get free training (and Mental Health training for Welfare Team Volunteers)
* 2 free super-stylish orange Freshers Team t-shirts and a free Freshers Wristband
* Have lots of FUN!

**Team Leaders**

Number of paid positions: 8

Rate of pay - TBC

There are three teams:

* **Woolmanhill** (Woolmanhill, Rosemount, Spring Gardens) – *3 Team Leaders*
* **King Street** (Mealmarket, St Peters, Ardmuir Trinity Court) – 3 *Team Leaders*
* **Garthdee** (Crathie, Garthdee, Ramsey Gardens)– 2 *Team Leaders*

Team Leader General Tasks:

* Managing the volunteer team, including production of rotas for team leaders and volunteers
* Ensuring the week is fun for all volunteers and students
* Ensuring volunteers do not work more than 7 shifts during Freshers
* Lead by showing a positive example at all times
* Act as an ambassador for RGU:Union and RGU
* Working with RGU:Union Team to recruit volunteers
* Undertaking training prior to Freshers Week
* Assisting with training of team volunteers
* Motivating and coordinating a team of volunteers during Freshers Week
* Working with other departments to ensure students receive the right support
* Helping promote Freshers Week partner organisations
* Adhering to the RGU:Union policies on Equality & Diversity and Health & Safety.

Hours:

* Variable, but a combination of daytime and evening events
* Ideally, candidates should be available from 10th September onwards to assist with those arriving at halls early.

Must be available on the following dates:

* Friday 9th September - Training Day
* Thursday 23rd September (Freshers Fayre)

**Freshers Team Volunteers**

Number required - 80

Number of volunteers required at each venue:

* **Woolmanhill** Team - 35
* **King Street** - 30
* **Garthdee** – 15

**Total: 80**

Volunteer Team Member General Tasks:

* Ensuring the week is fun for all fellow volunteers and students
* Lead by showing a positive example at all times
* Act as an ambassador for RGU:Union and RGU
* Undertaking training prior to Freshers Week
* Work to direction from Team Leaders and RGU:Union staff
* Work alongside the Welfare Team and ResLife, passing on information where relevant
* Provide information, guidance and support for students throughout their Freshers Week experience
* Assist with the organisation of Freshers Week social events
* Assist students when moving into their accommodation
* Helping promote Freshers Week partner organisations
* Adhering to the RGU:Union policies on Equality & Diversity and Health & Safety.

Hours:

* Variable, but a combination of daytime and evening events
* Ideally, candidates should be available from the 10th of September onwards to assist with those arriving at halls early.
* We will be operating a night-on, night-off policy for volunteers, meaning you would not be expected volunteer on consecutive days, contributing a maximum of 7 shifts in total.

Must be available on the following dates:

* Friday 9th September - Training day
* Thursday 23rd September (Freshers Fayre)

**Welfare Team Volunteers**

The Welfare Team will be allocated to particular sites and will provide additional support for the Freshers Team and the ResLife Team, but will focus solely on welfare and wellbeing during freshers week.

This role would suit a social work student or similar, or any student with a particular interest in issues around welfare and mental wellbeing.

New for 2016, the Welfare Team will be led by Stephen Fiddes, RGU:Union’s Student Advice Coordinator, and will be made up of around 16 volunteers in total, providing support across halls and events, where required.

Volunteer Team Member General Tasks:

* Provide welfare-focussed support to Freshers students, assisting with any queries or issues which could broadly be considered ‘student welfare’
* Be aware of all the support services on offer through RGU:Union, RGU and the ResLife team and direct students to these support services where appropriate
* Focus on RGU:Union support services such as the Advice & Support service, Nightline, Safe Taxi scheme and the Mental Wellbeing Society
* Act as an ambassador for RGU:Union and RGU
* Undertaking training prior to Freshers Week
* Work to direction from RGU:Union staff
* Work alongside the Freshers Team and ResLife
* Adhere to the RGU:Union policies on Equality & Diversity and Health & Safety
* Due to the pastoral nature of the work, Welfare Team volunteers on duty will not be permitted to drink before or during their shift

Benefits:

* Training will be provided which will improve the ability of volunteers to deal with vulnerable students and challenging situations
* Being a Welfare Team Volunteer would naturally lead to other welfare-related volunteering opportunities, such as Nightline and the Student Buddy scheme

Hours:

* Variable, but focussed on night-time events primarily
* Ideally, candidates should be available from the 10th of September onwards to assist with those arriving at halls early.
* We will be operating a night-on, night-off policy for volunteers, meaning you would not be expected volunteer on consecutive days, contributing a maximum of 7 shifts in total.

Must be available on the following dates:

* Friday 9th September (Training day)
* Thursday 23rd September (Freshers Fayre)

For info: Number of residents at each halls (2015/16 firgures):

* **Woolmanhill 978** – Wooly 736, Rosemount 146, Spring Gardens 96
* **King Street** **600** - St Peters 149, Ardmuir Trinity Court 201, Mealmarket: 250
* **Garthdee 173** - Crathie: 96, Garthdee: 49, Ramsay Garden: 28