

PAL Leader Role Description 2014/2015

This opportunity profile is designed to give you an idea of what your voluntary work will involve. It highlights the commitments, skills and benefits you can expect from taking up that role.

Role: PAL Leader

Department: Peer Support

Opportunity:

You will have the opportunity to facilitate regular study sessions in your discipline to students in lower years of your degree. You will receive extensive training in facilitation techniques which you will be able to incorporate into your PAL sessions.

Time Commitment:

1 hour weekly/fortnightly PAL session
1 hour weekly/fortnightly debrief
30 minute planning for PAL session

2.5 hours per week or fortnight (depending on the scheme)

Duties and Responsibilities:

- Facilitate regular PAL sessions using interactive facilitating techniques and encourage discussions
- Signpost various sources of support for students available on campus
- Take attendance lists to monitor the impact of the scheme
- Work collaboratively with another PAL Leader to plan and run sessions
- Promote PAL and encourage attendance

Venue:

On campus

Responsible and Supported by:

Peer Support Coordinator, Peer Support Administrator, Departmental Contact

Required Experience/Qualities:

Although no formal experience is required you must have the following qualities to train as a PAL Leader:

- Knowledge of your programme and your department
- Commitment (to lead regular study sessions for the duration of the scheme)
- Enthusiastic
- Team player
- Friendly and non-judgemental

Benefits:

- The opportunity to revisit academic material covered in previous years
- Gain valuable transferable skills that will be appealing to employers
- Gain leadership experience
- Build relationships and enhance your knowledge within your department
- Part of a wider network of volunteers both in the UK and overseas
- Chance to continually develop your skills and attend training and conferences
- All your hours can contribute towards The Bath Award

Training and support:

PAL Leader Training (compulsory)
On-going internal and external training sessions
Regular debriefs and contact with departmental contact
Recognition and reward (Recognition event, additional skills courses)

Skills Gained: Participating in this opportunity will enable you to develop and practice the following skills (marked ✓)

Written Communication		Teamwork	✓	Financial Management	
Verbal Communication	✓	Time Management	✓	I.T.	
Delegation	✓	People Management	✓	Organisation/ Planning	✓
Decision Making	✓	Negotiation		Marketing	✓

For further info contact:

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Or call into the Peer Support Office, Norwood House 4.20

