



PALS Buddy Role Description 2017/18

This role outline is designed to give you an idea of what being a PALS Buddy will involve. It highlights the commitments, skills and benefits you can expect from taking up the role of **PALS Buddy**.

Role: PALS Buddy

Office: CIT Student Engagement Office

What a PALS Buddy does:

- Acts as a buddy to first year students and meets them in small, informal group settings, for one hour per week
- Makes first years feel welcome and help them settle in during their first year
- Signpost the various sources of support available for students in CIT
- Teams up occasionally with other PALS Buddies to plan PALS meetings for mentees
- Promotes PALS and encourage attendance to PALS/ Student Engagement Office/ CIT events during the academic year such as Just Ask! desk, PALS workshops, Get Connected, sparq at CIT events, concerts, art exhibitions etc.
- Acts as a good ambassador for Student Engagement Office and CIT

Time Commitment:

- 1 hour per week PALS meeting
- 30 minute planning per PALS meeting

Total: Typically 1.5 hours per week for the academic year (flexibility possible)

Benefits:

- Rewarding and worthwhile volunteering experience
- AnSEO*, CIT recognition of PALS Buddy commitment
- Enhanced employability skills such as communication, organisation and teamwork
- Enhanced interpersonal and listening skills
- Increased confidence and personal development
- Connect with students from a wide variety of courses, cultures and backgrounds
- Make new friends
- Attend some fun PALS events

Skills and Qualities:

- The most important qualities to have as a PALS Buddy are enthusiasm, empathy, patience and an interest in working with people
- Positive and enthusiastic attitude towards learning and college life
- Strong listening and communication skills
- Commitment and reliability
- Good time-management: ability to prioritise your own study with PALS commitments

Training and Support:

- One day PALS Training (mandatory)
- Regular debriefs & contact with PALS Project Officer and Student Engagement Team
- Recognition and reward (occasional short skills courses, recognition event, certificate)

For further info contact:

Contact marese.bermingham@cit.ie or visit www.mycit.ie/PALS

*AnSEO, Student Engagement Office, Office of the Registrar and VP for Academic Affairs, CIT