

## Volunteer Role Description

**Programme Area:** Primary

**Role:** Volunteer Role Models-Primary schools

**About STEPS, Engineers Ireland:** The STEPS programme encourages primary and post-primary students to explore the world of science, technology, engineering and mathematics while also promoting engineering as a career choice.

**What's Involved:** Visit children in their own classroom and talk to children about the diverse and exciting career opportunities engineering offers.

### Key Responsibilities:

1. Select a school to visit by logging on to the SmartSTEPS portal.
2. Arrange date and time of the school visit with the teacher in advance.
3. Download a customisable PowerPoint presentation from the STEPS website.
4. Personalise the PowerPoint presentation.
5. Prepare an activity from our activity database on the STEPS website. Check with the school that they have the materials for the activity.
6. Introduce yourself to the teacher and children at the school. Deliver presentation and activity to children.
7. Grow children's awareness of engineering in their everyday lives. Bring an appreciation and understanding of engineering to the children.
8. Complete evaluation survey after the visit has taken place

### Times and Commitment:

Approximate visit time is one hour per primary school visit. Volunteers should allow time before the visit to prepare effectively. All volunteers are expected to volunteer with the STEPS programme at least twice per year. Most opportunities will be available during the school term months of September to June.

### Location:

Primary school visits take place nationwide. We encourage volunteers to visit a school that is convenient to their place of work or home (as specified in your application)

### Person specification:

The successful individual will:

- Have professional engineering experience or possess/study a qualification in engineering
- Have an interest in raising awareness of engineering in your community
- Have an ability to work with and motivate children 8 – 13 year olds
- Have a desire to be a positive role model and engage all children in the class
- Be confident, personable, enthusiastic, professional, responsible and patient
- Have good oral communication skills
- Be able to work independently
- Be able to arrange transport to and from the school
- Adhere to volunteer policy, volunteer agreement and child protection policy

**Training:**

A number of volunteer training videos on how to communicate effectively in the classroom during a school visit are available for volunteers to view as part of their induction training.

Volunteer workshops are available for new and existing volunteers in various locations around the country. The workshops are an opportunity for new and existing volunteers to find out more about the STEPS volunteer programme, meet your peers, and share communication tips before going into the classroom.

**Supervision:**

- The acting STEPS Leader and STEPS Administrator will be the direct supervisors for this role
- The volunteer will receive ongoing support from the supervisors

**Support:**

- Insurance cover
- Support will be available from STEPS staff members
- STEPS will maintain regular contact with volunteers through email, phone and occasional face to face communication
- Occasional regional volunteer workshops
- A buddy system is available for new volunteers in certain areas

**Screening details for this role:**

- Application form
- Reference Checks
- Phone Interview
- Garda Vetting (for volunteers who visit schools more than eight times per annum)

**Age restrictions**

Over 18

**Benefits**

- Develop your communication skills
- Gain CPD credits. Engineers can gain 0.5 days in CPD credits per school visit.
- Grow awareness of engineering in your community
- Inspire the next generation of engineers

*Application does not guarantee acceptance.*