

## Volunteer Role Description

**Programme Area:** Post-primary

**Role:** Volunteer Smart Futures Role Models- Post-primary schools

### **Background:**

#### **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. All STEPS post-primary activity is referred to as Smart Futures activity.

#### **About Smart Futures:**

Smart Futures is a collaborative government – industry - education programme promoting STEM careers to post primary students in Ireland. It is managed and delivered by Science Foundation Ireland in partnership with the Engineers Ireland STEPS programme. All STEPS post-primary activity is part of the national Smart Futures Programme.

### **What's Involved:**

Visit students in their own classroom and talk to students 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. Introduce yourself to the teacher and students at the school. Deliver presentation to students.
6. Inform students about the engineering profession, the role of engineering in society and the career options available in engineering.
7. Grow students' awareness of engineering in their everyday lives.
8. Complete evaluation survey after the visit has taken place

### **Times and Commitment:**

Approximate visit time is forty minutes per post-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 school hours during the school term months of September to June.

### **Location:**

Secondary school visits take place nationwide. We encourage volunteers to visit a school that is convenient to your 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 students 12 – 18 year olds
- Have a desire to be a positive role model and engage all students 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 Team 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*