



Volunteering to be an eBuddy

Here at the Helena Kennedy Foundation (HKF) we offer both financial and personalised support for our students, and as a previous HKF Award winner we need your help to succeed in doing this.

Your valuable experience of Higher Education could help a new Award winner who is having difficulty settling in to university life. The HKF **eBuddies** scheme matches up previous Award Winners with new students to provide on-line peer mentoring, befriending and support. It won't take up much of your time, but will provide invaluable support for other students.

We are looking for exceptional people to train as eBuddies to take on the role from autumn 2008. We need people who can spend a couple of hours each month offering informal support and friendship to new HKF students via the HKF eBuddies website. Could this be you?

If you think you have the necessary skill and ambition to be an HKF eBuddy then please check out the role description to see if volunteering for HKF is for you.

eBuddy Role Description

This role description is designed to give you an idea of what volunteering as an Intern at the Helena Kennedy Foundation (HKF) will involve. It briefly highlights the commitments, skills, and benefits you can expect from taking up the role.

Role: eBuddy Peer Mentor	Time Commitment: <ul style="list-style-type: none"> • Minimum of one academic year to eBuddy as peer mentor • 1 day initial training • Time spent communicating with eBuddy/mentee (usually 1-2 hours per month)
Who can be involved? <ul style="list-style-type: none"> • HKF students not in first year of university • HKF alumni 	Your interests: <ul style="list-style-type: none"> • To want to help provide support to new HKF students • To give something back to students who have also faced challenging situations
Your main contacts will be: Student Support Manager	
What you will be doing: <ul style="list-style-type: none"> • Befriend and support a new HKF award winner • Provide your mentee with a 'friendly ear' • Share experiences of university and Higher Education (when appropriate) • Signpost your eBuddy to other support organisations support (where appropriate) • Keeping in contact with your eBuddy and the Student Support Manager • Respond to messages from your eBuddy in an agreed amount of time • Evaluating and providing feedback 	What skills you will need: <ul style="list-style-type: none"> • Good listener • Enthusiastic and positive approach • Open-minded and non-judgemental • Problem solving skills • Be prepared to share your own experiences (at a level at which you feel comfortable) with your eBuddy • Ability to keep confidentiality and recognise the need to share information with the Student Support Manager when necessary
How you will do it: <ul style="list-style-type: none"> • eBuddy communication will be on the secure eBuddies website • Training will be at a central location • Maintaining an appropriate level of contact with your mentee 	How much it will cost you: <ul style="list-style-type: none"> • Absolutely nothing but a bit of your time • Any travel expenses will be reimbursed (on production of receipts)
Benefits: <ul style="list-style-type: none"> • Enhance your CV • Develop your communication and problem solving skills • Increase your confidence • Using own experiences to benefit others • Make new friends 	Training and support: <ul style="list-style-type: none"> • Relevant training on how to use the website and what is expected of you as a mentor • Support from Student Support Manager • Feedback mechanisms so you can influence the programme according to your own experiences • All contact via the eBuddies website is monitored
How to apply: Fill in application form and e-mail to the Student Support Manager Fill in the 'matching form' we send you once your application has been passed	
Student Support Manger: Beth Robinson beth@hkf.org.uk	Websites: www.hkf.org.uk www.ebuddies.org.uk