

## Mentor Role Description

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<b>The Program:</b>	The UniMentor Program is a university wide peer mentoring program aimed at supporting the transition of commencing undergraduate and postgraduate students to university life. Mentors join the program of their own accord and are assigned a group of mentees to assist and support.
<b>Mentors must be:</b>	Enrolled students in their second year of their study or above
<b>Position Type:</b>	Voluntary
<b>Time commitment:</b>	Mentors are expected to commit the time required to assist mentees with their transition to university and to either their undergraduate or postgraduate study. This usually equates to around 1 hour per week. It is the mentor's responsibility to define appropriate limits on the mentoring relationship to avoid an over commitment of time.
<b>Scope of role:</b>	<p><i>Mentors are required to:</i></p> <ul style="list-style-type: none"><li>• Attend and participate in mentor training as required</li><li>• Attend the UniMentor Linkup/s as advised by staff of the program</li><li>• Participate in other Orientation activities in their capacity as a UniMentor</li><li>• Support new students (mentees) in their capacity as a UniMentor</li><li>• Provide mentees with accurate and relevant information about the faculty</li><li>• Refer mentees to relevant university services as required</li><li>• Maintain contact with mentees as agreed and be responsive to requests for support from mentees within the limits of the role</li><li>• Attend UniMentor events where possible</li><li>• Act as a positive role model and ambassador for UWA and the UniMentor Program</li></ul>
<b>Mentor Skillset:</b>	<p><i>Mentors will possess or develop the following skills in this role:</i></p> <ul style="list-style-type: none"><li>• Leadership skills</li><li>• Communication skills</li><li>• Problem solving skills</li><li>• Empathy and helping skills</li><li>• Networking skills</li><li>• Effective time management</li><li>• Community consciousness</li></ul>
<b>Recognition:</b>	Mentors will have their volunteer hours recorded and receive a certificate of participation for participating in the program. The certificates will be presented at the annual UniMentor Appreciation Ceremony. Outstanding mentors have the opportunity to be selected for special recognition awards that are awarded annually.