



UNIVERSITY OF SYDNEY UNION

2012 O-Week Volunteer

Please Keep This Sheet

Dear Prospective O-Week Volunteer,

Thanks for offering your services to assist new students during **Orientation Week, 29 February to the 2 March.**

As an O-Week volunteer, you will be helping new students in a number of ways. These include; being guides for students (either individually or in groups), hosting bus tours, speaking at faculty welcomes, organising and assisting with games and other activities that could potentially help new students settle into University life. What you do as an O-Week volunteer is up to you. If you feel you handle people better individually, that's great. If your forte is dealing with big groups of people, that's terrific too.

You will not only be dealing with 17 - 18 year old first year students – though there are lots of them! You'll also be assisting mature age students, post-graduate students, international students, students with disabilities, students with childcare needs, students from affiliated campuses and lots more.

Prospective O-Week volunteers are requested to attend an interview (Dates to be advised). This will give you an opportunity to find out more about the program and will give us a chance to meet you and to see what you can bring to the program. The interviews are very informal and panel members include students just like you. Given the high number of applications we get for O-Week Volunteers, interviews will be conducted in groups.

In order to successfully assist our diverse new student population, we ask that you attend three compulsory training sessions prior to O-Week, so that you know as much about the campus and uni life as possible. During this training we will cover things like Services for Students, Union Activities, SRC, SUPRA and SUSF; as well as training in other useful things like communication and organisational skills, and lots more. The details of these training sessions will be explained with your confirmation of acceptance to the O-Week Volunteer Program.

Attendance at the training sessions is compulsory to ensure that you will be able to effectively assist as many students as possible during O-Week, 2012.

For all your efforts you will be provided with an O-Week shirt, other materials necessary to conduct your duties during O-Week and the opportunity to meet students from other faculties other than your own. As well as all the food and drink you can take at training and O-Week, the satisfaction that

you have made the world a better place (especially for new students) is a significant reward in itself. You also receive a certificate of recognition and appreciation for your efforts.

If you are chosen to be an O-Week Volunteer our first get together will be at the end of semester two. This is your opportunity to get to know other volunteers and the USU staff.

In addition to the compulsory training sessions, throughout the December/January period we hold regular meetings to plan for O-Week. These meetings are not compulsory, but if you have any spare time over the December/January break we could certainly do with your help!

Volunteers are broken into teams and as the point of the volunteering program is to meet as many people as possible, even if you are applying with a group of friends, there is no guarantee you will be in the same team.

If you would like to know more about the Volunteer Program please email volunteer@usu.usyd.edu.au. Please note, if you have been an O-Week Volunteer previously you are not guaranteed a place in the 2012 program – so please fill out the application form as best as you can.

Thanks again for your interest in becoming an O-Week Volunteer.

Best wishes,

Eric Frudd
Volunteers Coordinator
University of Sydney Union