



# National Student Engagement Programme

Clár Rannpháirtíochta Náisiúnta  
na Mac Léinn

## 2018 Call for NStEP Trainers

### About NStEP

The National Student Engagement Programme was launched in April 2016 by the Higher Education Authority (HEA), Quality and Qualifications Ireland (QQI) and the Union of Students in Ireland (USI). The collaborative initiative began with two key strands of work: A National Student Training Programme and the Development of Institutional Capacity. The Student Partnerships in Scotland Agency, sparqs, were engaged as consultants and five institutions were selected for the pilot stage of the Programme. Additional institutions joined NStEP in 2017 and the programme is now running in 2 HEIs. 5 Projects were also developed and have begun to explore important areas for student engagement including programme decision and feedback mechanisms. NStEP builds on the work previously undertaken by the HEA Working Group on Student Engagement which developed ten principles of student engagement published in April 2016.

### About the National Student Training Programme

The Introductory Class Rep Training is delivered in a 3hr training session by a NStEP Student trainer. The training materials were developed by the NStEP Working Group and sparqs in the 2016 pilot and delivered to over 1500 Class Reps across the country by the pool of NStEP trainers. In 2018 an online version of the training was developed for class representatives in online programmes.



### About the Role

The 2018 NStEP Training Pool will be made up of at least 12 Student Trainers. Each trainer receives training from sparqs and support from the NStEP coordinator. The role offers students the opportunity to develop many different skills including communication, time management, public speaking and administration. The work is flexible and compatible with study and other commitments. Trainers will deliver the training programme from September to March in the colleges listed on the right.

### Institutions



Athlone Institute of Technology  
Carlow College  
Cork Institute of Technology  
Dublin City University  
Dublin Institute of Technology  
Galway – Mayo Institute of  
Technology  
Griffith College Dublin  
Hibernia College  
Institute of Art, Design and  
Technology  
Institute of Technology Carlow  
Institute of Technology Sligo  
Institute of Technology  
Tallaght  
Institute of Technology Tralee  
Limerick Institute of  
Technology  
Letterkenny Institute of  
Technology  
Maynooth University  
National College of Ireland  
NUI Galway  
University of Limerick  
Waterford Institute of  
Technology

## Training for the Role

Training for the role takes place in August and includes a 3 day residential training event in Scotland with sparqs and a 1 day training event in Dublin with USI. Participation in both training events is a requirement of the position and failure to attend the Scotland and/or Dublin events will result in the removal of a trainer from the training pool.

## Responsibilities

- Attend training events to develop the required skills and knowledge to deliver the NStEP Training Programme
- Prepare training materials and liaise with college staff and SU officers to plan the training events
- Deliver training to groups of college students in their institutions
- Complete administrative duties related to training, for example typing up attendance sheets, processing evaluation forms and writing event reports.
- Undertake meetings with the Student Engagement Coordinator to discuss practical and professional development.

## Skills & Attributes

- Excellent communication skills in both a group and one on one
- Excellent time and task management
- Good writing skills
- Good administration skills
- Good command of spoken and written English (min ILR Level 4)
- Knowledge of structures and governance systems in Irish Higher Education Institutions



## Working Hours

Trainers were recruited for a minimum of 30 hours paid at a rate of €11.50 an hour. Training session demand will vary but each trainer will deliver a minimum of 3 sessions, with a limit of 2 sessions per day. Travel expenses will be covered and supplements paid at the approved rates.

## How to Apply

The application form can be found here: <https://goo.gl/forms/FJmuVArreCINfYkw2>

Applications must be submitted before 5pm on April 27<sup>th</sup>.

Initial interviews will be completed by phone in early May.

If you have any questions, please contact Cat O'Driscoll [nstep@usi.ie](mailto:nstep@usi.ie)

Find further information on [studentengagement.ie](http://studentengagement.ie) and follow [@NStEPie](https://twitter.com/NStEPie) on twitter for updates.

The National Student Engagement Programme is funded and supported by: