

Project Plan

CAMPAIGN PROJECT PLAN

Project Title	Start Date	End Date
<i>FHEMS Peer Mentoring</i>	ASAP	N/A

Lead Officer/Rep	Fraser Luther-Yarwood	Officer Support	N/A
Staff Support	Chris Pursell	Exec Support	Ben Morris

The problem	Evidence	Vision
<p><i>What's the issue? Why are you doing this campaign?</i></p> <p><i>The SU could do more to support students on their academic journey</i></p> <p><i>Lack of student involvement</i></p> <p><i>Need for developed student relations and confidence</i></p> <p><i>FHEMS is the only faculty to not have a main buddy scheme</i></p>	<p><i>How do you know it's a problem?</i></p> <p><i>One question survey</i></p> <p><i>Research and Stats¹</i></p> <p><i>Ask different groups of students such as other faculties and paramedic students</i></p>	<p><i>What do you want the outcome of this campaign to be?</i></p> <p><i>The SU to be a reliable area for students to get academic support</i></p> <p><i>Students are confident and frequently get involved</i></p> <p><i>Students communicate and understand each other's different backgrounds and experiences.</i></p> <p><i>A sustainable and successful mentoring programme is in place that both the university and union support to effectively assist students with their academics</i></p>

<https://www.tandfonline.com/doi/full/10.1080/13611261003678879?scroll=top&needAccess=true>

<https://eric.ed.gov/?id=EJ788475>

<http://journals.sagepub.com/doi/abs/10.3102/00346543061004505>

<https://link.springer.com/article/10.1023/A:1017968906264>

Aim	Objectives
<i>What is the purpose and broad activity of the campaign?</i>	<i>What are the specific objectives of this campaign? What will it achieve?</i>

<i>A programme that has 1st year students partnered with 2nd/3rd year students to develop collaboration and communication</i>	<i>Improved student awareness of opportunities</i>
	<i>Develop student communication and relations</i>
	<i>Introduction of basic and essential life and university skills</i>
	<i>Students become more involved</i>

Further objectives:

The SU to be a reliable area for students to get academic support

Students are confident and frequently get involved

Students communicate and understand each other's different backgrounds and experiences

Key Stakeholders	How to get them on board
<i>Who will play a big part in your campaign?</i>	<i>How are you going to win them over/get them involved?</i>
<i>Student Mentors</i>	<i>Developed skills, logged hours and gained experience</i>
<i>Participants</i>	<i>Support, they will be listened to when given a mentor</i>
<i>Volunteering team</i>	<i>Promotion of volunteer opportunities in brings volunteers</i>
<i>Faculty</i>	<i>The faculty will have their own programs boosted and have a better student experience</i>

Project Team and responsibilities
<i>Who is going to help you and what are their responsibilities?</i>
<i>Faculty reps will help promote the program and will help find volunteers to participate and also find those</i>

Consultation/Approval	Date	
Campaigns Coordinator		✓
Executive Committee		✓
Students		✓

who would like to be mentored

I will be working with staff in FPT to collaborate particularly with other related buddy programs

Chris Pursell will help find and promote the program with volunteers

Deliverables	Departments Involved in Delivery	Monitor, Measure and Evaluate (KPIs)
<i>What will the outputs of the project be (an event, a Facebook group)</i>	<i>Are there any specific Students' Union departments/teams that you would like to be involved?</i>	<i>How will you measure the success of the project? How will we know if it has achieved its objectives?</i>
<i>SU promotion via website and Facebook posts</i>	Volunteering team	Feedback provided by mentors
<i>University will promote the programme</i>	Comms team	Feedback provided by those being mentored
<i>Faculty reps and VP will promote during welcome period and lectures</i>		Number of people involved in the program
<i>The design for the program will be completed and will be in a position to be put in place for the January trial</i>		Number of hours volunteering will have increased amongst FHEM students
<i>A training course will be prepared and provided for the mentors/mentees</i>		

Detailed Timeline & budget				
Dates activity	Activity	Action	Who's doing it	Cost
<i>When?</i>	<i>What?</i>	<i>List what needs to happen for your activity to take place</i>	<i>Who is responsible?</i>	<i>How much money will this cost?</i>
3/7/18	Speak to FPT and find out about their programs	Set out guidelines for how the project will be up	FLY	N/A
6/7/18	Speak to Chris to set up volunteer announcements	Present ideas of how volunteers can get involved as well as the benefits	FLY	N/A
Aug 18	Use other expertise and experience to further plan the program	Discuss with other staff and faculties regarding peer mentoring	FLY	N/A
Aug 18	The survey will help gather information, the feedback will help determine the success of the program and we need to know how we are partnering students	Create a survey, feedback and partnering mechanism	FLY	N/A
TBD	Use FEC to gather information, insight and support for the program	Bring the program to FEC	FLY	N/A
Sept 18	Find out what students would want out a peer mentoring program	Gather student feedback	FLY	N/A
Sept 18	Plan the layout and format of how the	Plan the program	FLY	N/A

	program will work			
Oct 18	Present the plans and format of the program to FPT	Program presentation	FLY	N/A
TBD	Speak to Comms to do promo for the program	Have a plan of how we want Comms to announce the program	FLY	£50
TBD	Arrange training sessions for mentors	Have necessary trainers, time and location for the training	FLY	£300
TBD	Schedule feedback session for project	Have an effective time for mentors to present feedback and a separate time for mentees	FLY	N/A

TOTAL COST: £350