



Student Leader - Role Description 2025

Student Leaders form a crucial part of the UCDVO Volunteer Programme as they provide support for volunteers, and assist Team Coordinators with project planning, implementation, and evaluation.

Criteria:

- ✓ UCD Students who have volunteered on UCDVO projects in the past (where possible).
- ✓ Actively engaged in UCDVO events either by attendance at events or through organising committees/Student Society membership
- ✓ Good organisational and leadership skills, and can use initiative when faced with challenging circumstances
- ✓ Good communication skills and can work collaboratively within a team.
- ✓ An interest in global challenges and social justice.
- ✓ Commitment to upholding UCDVO policies and procedures as outlined during the programme.
- ✓ Good judgement and an ability to support the team in relation to health, safety, security, and safeguarding.
- ✓ Ability to commit to all of the [Programme Days](#) with sufficient free time at weekends / evenings to assist with project preparation and team building.

Roles and Responsibilities:

- ✓ Attending planning meetings with Team Coordinators.
- ✓ Promoting UCDVO and Student Society opportunities and events to the wider group and UCD Community.
- ✓ Supporting volunteer and group participation in programme days and project activities (planning, implementation and evaluation).
- ✓ Assisting with planning and delivery of team building activities.
- ✓ Assisting with group communications: i.e., helping the team coordinator to create a WhatsApp group chat for project group members at the beginning of the programme; assisting the team coordinator in organising evening or weekend meetings for project planning; and encouraging all members to communicate and respond effectively.
- ✓ Assisting with organising task specific training sessions and sharing recommended learning resources.
- ✓ Taking initiative to organise social activities for the group throughout the year, to facilitate team building and group cohesion prior to overseas departure.
- ✓ Assisting with sharing global citizenship education learning resources and information with the wider team.
- ✓ Assisting the Team Coordinator to monitor health, safety and security and safeguarding during the projects.
- ✓ Upholding all UCDVO policies and procedures and ensuring the volunteers are undertaking project work in line with policies and procedures.
- ✓ Maintaining photo records of programme activities and project work.
- ✓ Attending review meetings with Team Coordinators and UCDVO Manager to put forward recommendations for future projects.

Benefits:

- ✓ Leadership Training.
- ✓ Opportunity to develop skills in organisation, team building and communication.
- ✓ Opportunity to contribute to carefully planned development projects in partnership with international NGOs, academic institutions, and community groups.
- ✓ References provided by UCDVO staff.

How to Apply:

Applicants should indicate their interest in a student leader role in the application form.
UCDVO will interview candidates in early 2025.