



National Student Engagement Programme

Clár Rannpháirtíochta Náisiúnta
na Mac Léinn

2024 Call for NStEP Student Trainers

About NStEP

The National Student Engagement Programme (NStEP) was launched in April 2016 by the Higher Education Authority (HEA), Quality and Qualifications Ireland (QQI) and the Union of Students in Ireland (USI).

NStEP aims to strengthen student engagement in decision-making across Irish higher education, and champion a strong culture of partnership between students and staff through practice-based projects, training, and capacity building, as well as informing policy developments.

Student engagement is underpinned by the idea that students are partners and co-creators within a learning community, and NStEP aims to actively embed these principles within higher education. Involvement in NStEP requires a partnership between HEI staff and student representatives, with HEI leadership and Students' Union leadership signing partnership agreements to participate.

About the NStEP Student Training Programme

NStEP's Student Training Programme has undergone significant growth over the last few years, with over 6,500 students trained since the programme was launched in 2016. Training is delivered through both in-person sessions and delivered live via Zoom. All our training modules are student-led by NStEP student trainers. During the 2023-24 academic year, student trainers led 48 training sessions. NStEP currently offers three different categories of training modules which are led by its team of student trainers. These are detailed below.

Introductory Class Rep Training:

Introductory Class Rep Training accounts for the majority of training sessions delivered by NStEP. Sessions last for 90 minutes, and are designed for new reps. Core content includes an introduction to student engagement and the class rep role. It also explores the Student Learning Experience as a tool for collecting feedback, and the ABCD method of communicating that feedback to staff. The majority of sessions are delivered to undergraduate reps, with some specialised sessions adapted for reps on postgraduate taught courses. Sessions are primarily organised by participating institutions/students' unions, with an additional number of 'open' sessions run centrally by NStEP.

Advanced Class Rep Training

Advanced Class Rep Training was designed by a team of NStEP Student Trainers for returning or experienced reps who have previously completed NStEP's Introductory Class Rep Training. This training explores tools used to navigate challenges in the learning community, as well as the LAPS strategy for embedding effective leadership, communication, partnership, and succession planning into the class rep role.

Representing Diversity Training:

This training session introduces tools and resources that will help class reps effectively represent their diverse classmates and empower fellow students from all backgrounds and lived experiences to get involved in student engagement in decision-making. Core content includes recognising bias, understanding discrimination, universal design for learning, and signposting/supports. This training is offered on a limited scale, and a small group of the student trainer team will be allocated to cover this training module.

Special Purpose Training

NStEP is occasionally asked to provide training for students by member institutions for specific purposes – such as for students participating in institutional review processes at their college. In this instance training content is tailored to these specific needs and student trainers with some background in this area may be asked to lead or assist with the training.

About the Role

The 2024/25 NStEP student trainer pool will be made up of up to 20 student trainers. To be eligible, trainers must either be a current student, or very recent graduate (no more than 1 year past date of most recent graduation). Each trainer receives comprehensive training and is supported by NStEP staff. 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. The majority of training will run from September to March in colleges across the country. NStEP is committed to delivering training online for the future, but there is also potential for some in-person training opportunities. As NStEP expands the training programme, as well as its wider strategy to support student engagement across Irish higher education institutions, trainers will be able to avail of other development opportunities, playing a key role as part of the NStEP team.

Training for the Role

Training for the role takes place in August over **three days**. This training is a **key requirement** for the role. The training for Student Trainers is currently scheduled to take place in-person in **August 2024, exact dates to be confirmed**.

Responsibilities

- Attend training to develop the required skills and knowledge to deliver the NStEP Student 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.
- Complete administrative duties related to training, for example keeping detailed records of attendance and contributing social media promotion.
- Undertake meetings with the NStEP Programme Manager and the NStEP Development Coordinator to discuss practical and professional development.
- Involvement in planning conferences and meetings related to student engagement.
- Possible opportunities to be involved in and lead on projects related to student engagement.

Skills & Attributes

- Excellent presentation skills in both a group and one-to-one settings
- Excellent time and task management
- The ability to deliver content with consistency and ensure training objectives are met
- 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 desirable
- Competency with online tools

Working Hours

Trainers are recruited for a minimum of 30 hours and paid a living wage rate of €14.80 an hour. Training session demand will vary, but each trainer will deliver a minimum of 4 sessions. Reasonable expenses, including travel, will be covered.

How to Apply

The application form can be found online here. It is strongly recommended that you prepare your answers for the written responses in a word processor and then copy and paste these into the online form.

Applications must be submitted by 5pm on Friday, 31st May 2024.

Interviews for shortlisted applicants will be completed by in-person in June 2024.

If you have any questions, please contact the NStEP Development Coordinator, Rachael Sarsfield Ryan, at nstepdevelopment@usi.ie

Further information on studentengagement.ie and follow [@NStEPie](https://twitter.com/NStEPie) and [@NStEPtraining](https://twitter.com/NStEPtraining) on Twitter for updates.

The National Student Engagement Programme is a partnership of:



QQI

Quality and Qualifications Ireland
Dearbhú Cáilíochta agus Cáilíochtaí Éireann

