



**SRC
FRESHERS'
WEEK 2010**

**HELPER
APPLICATION
INFORMATION**

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SRC Freshers' Helpers 2010 – A Quick Guide

Why should I be an SRC Freshers' Helper?

Being a Freshers' Helper is a load of fun; you won't get paid as a volunteer, but you will meet loads of new people, become part of a fantastic team, and maybe even make some new friends for life.

What's more, the roles and responsibilities of a Freshers' Helper require a whole range of skills and interpersonal qualities that are in demand by employers – and you'll come away with plenty of illustrative examples of your new found abilities to use on your CV and in interview situations.

As a helper you'll also get:

- A free pass to all Freshers' Week events
- Two free Freshers' Helper T-Shirts.
- Night times free to attend evening events in the unions (except when allocated night bus duty)
- Access to the Helpers' Party at the end of Freshers' Week (a free event in one of the unions exclusively for SRC, GUU, QMU and GUSA Freshers Helpers).

Who can be an SRC Freshers' Helper?

Any current Glasgow University student can apply; this includes students who are expected to graduate before Freshers' Week starts but are available to help out during the two week period.

What does an SRC Freshers' Helper have to do?

As a helper, you are expected to be available for the duration of Freshers' Week (this year it starts on Monday 13th September) and the preceding week (preparation week, which starts on Monday 6th September). Please be aware that you will be required to attend a number of daytime activities during both Prep Week and Freshers' Week.

Preparation Week:

This week is used to carry out the final preparations for Freshers' Week and will be the first time the Freshers' Helpers will officially meet.

During the daytime, helpers will be:

- Working in teams and getting to know the other helpers
- Assembling Freshers' Packs
- Drawing up the route for the Campus Tours
- Setting up registration / pass pick-up
- Distributing publicity and signage
- Working on other Freshers' Week preparations (and some Orientation Programme Events)

You'll finish around 3-4pm on most days of prep week and the evenings are free for the helpers to socialise etc.

Freshers' Week:

Helpers are split into about 8 teams to cover the various areas and activities run by the SRC. In general, the helpers are there to keep Freshers happy, assist them with locating the various events and University registration activities, and ensuring that all of the SRC events run smoothly and on time.

These include:

- Freshers' Fair (set-up, stewarding, clear up)
- Freshers' Address (stewarding and general information)
- Information Desks/Points (stocking and manning)
- Registration (stewarding and general information)
- Seminars (stewarding, introducing speakers)
- Campus Tours (being a guide – training and script provided!)
- Night Buses (directing Freshers to the buses, talking to students and supervising on the trips to halls)
- Freshers' Welcome Tent (manning, providing information, distributing and serving refreshments)
- Other events supervision (ceilidhs, live music events, yoga and more)

Apart from night bus duty (mandatory duty which all helpers will have to do at least once) all SRC responsibilities are during the daytime. It's a cliché, but SRC helpers work hard and play hard. The hours can be long and variable: if you're in for an early set up, you could be expected to show up bright and ready for action as early as 8am; if you're on night bus duty, you could be staying as late as 3.30am (although you clearly wouldn't do both on the same day!)

But it's not all sweat and hard labour; once your duties for the day are done, the night events at the QMU and GUU are yours to enjoy – and all for free thanks to your Freshers' Helpers Events Pass.

What's being a Team Leader about?

Each team has a leader and a deputy leader, who co-ordinate the team and liaise with the Vice-President (Learning and Development) and Freshers' Week Co-ordinator (where required). Leaders and deputy-leaders are charged with making sure their team is happy, works well together and gets the job done. Anyone can apply to be a leader by filling out the additional box on the second page of the form.

How do I become an SRC Freshers' Helper?

Fill out an **SRC Freshers' Helper form** and email it to enquiries@src.gla.ac.uk by **30th July 2010**.

Please also attach **1 digital photograph** to the email with your name as the file name (e.g. johnsmith.jpg).

You may be asked to come in for a brief, informal interview with the outgoing and incoming Vice-Presidents (Learning and Development). Forms should be completed as soon as possible.

If you have any more questions regarding being a helper or anything to do with Freshers' Week, please contact enquiries@src.gla.ac.uk