Green Impact Student Assistants

Student and team agreement

This agreement allows the GI and their team to work together to outline expectations for how you will work effectively together throughout the year.

**Student Assistant Objective**

Encourage, motivate and support an assigned Green Impact team in implementing sustainability actions in its department or area of work whilst developing the student’s skills, knowledge and professional experience.

**Student Assistant Programme Aims**

* Equip student volunteer with useful skills for future employability.
* Increase the individual support available for Green Impact teams, by providing creative input, leading where necessary and taking on specific tasks from the Green Impact online tool.
* Increase student-staff collaboration within Green Impact.
* Develop links between different community groups and departments.
* Support the Green Impact auditor process.

**Student Assistant Commitment**

As an assistant, I commit to support my Green Impact team for:

*Select one*

🗆 1 hour weekly over the programme period (May - August)

🗆 2 hours fortnightly over the programme period (May - August)

🗆 4 hours monthly over the programme period (May - August)

Student Assistants can gain further experience through Green Impact auditor training (3 hrs) and auditing (2 hrs):

* I will also contribute to the Green Impact audit in September

**Student’s learning and development**

As a student assistant, you have significant opportunities for learning and development throughout the programme. This requires you to:

* Attend introductory training on sustainability initiatives at the University of Melbourne, the Green Impact project, and developing the skills you will need to fulfil this role and future careers.
* Access resources to help you support your Green Impact team and learn about sustainability issues and environmental management.
* Attend Green Impact auditor training session and conduct at least one audit of participating departments.
* Complete a survey at the end of your role, to review your skills development.

As a Student Assistant, I would like to work with my team to develop the following skills through this experience:

*Add your desired skills development goals here.*

* ……………………………………………………………………………………………………………………………………………………
* ……………………………………………………………………………………………………………………………………………………
* ……………………………………………………………………………………………………………………………………………………

**How students will supporting the team and make a positive impact**

You and your Green Impact team can work together to determine what you can do to best support them that will also provide you excellent learning opportunities. As standard, Student Assistants will:

* Meet with allocated team to discuss working arrangements and continue to meet with them as agreed.
* Supporting the team in its Green Impact actions according to its requirements and the agreed goals.
* Collect photographs, case studies and write blog entries for local and national NUS communications.
* Communicate with other student assistants to support one other.
* And communicate with the central sustainable campus team on the progress of your assigned teams(s).

As the student assistant for ……………………………………… team at University of Melbourne I will specifically:

*Add your own actions here.*

* ……………………………………………………………………………………………………………………………………………………
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**Team commitment**

As a Green Impact team, we commit to support our Student Assistant by:

🗆 Providing students with opportunities that support their stated skills and experience development requirements.

🗆 Being clear in our expectations of them in terms of tasks and activities.

🗆 Responding in a timely manner and letting students know if we won’t be available for prolonged periods of time.

🗆 Ensuring we have agreed mutual expectations about the role and how we’ll work together in the first meeting.

🗆 Considering our students as “one of the team”, inviting them to meetings and events and treating them as equals.

🗆 Bring open to their suggestions and input.

🗆 Providing constructive, supportive feedback where appropriate.

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| --- | --- |
| Student Name |  |
| Student Email |  |
| Student Telephone Number |  |
| Student Signature |  |
| Team Lead Name |  |
| Team Lead Email |  |
| Team Lead Telephone Number |  |
| Team Lead Signature |  |