

Gateway Mentor Online Application

(BLOEMFONTEIN CAMPUS) 2020



UNIVERSITY OF THE FREE STATE
GATEWAY PROGRAMME
ORIENTATION · ORIËNTERING · TLWAETSO
FIRST-YEARS



Apply Online:
<http://www.ufs.ac.za/gatewaybuddyapplication>

PLEASE NOTE:

- **Only off-campus students (not registered to a Day Residence or residing at an Accredited Service Provider) can apply for this role.**
- If you are an off-campus student and are a part of a Day Residence or An Accredited Service Provider, please apply for the P3 Mentorship Programme.
- Applications open 4 November 2019 and close on 15 November 2019. Successful candidates will be contacted by 13 December 2019. (NB: please ensure that you provide the correct cellphone number, both for calls and WhatsApp)

COMPULSORY TRAINING WILL TAKE PLACE AS FOLLOWS:

Gateway Orientation Programme Training: 9 – 11 January 2020
Gateway Mentorship Programme Training: 13 – 16 January 2020

Full Gateway Period: 17 January 2020 – 1 February 2020

- First Year Students Arrivals on campus: 17 January 2020
- Registration of First Year Students: 20 – 24 January 2020
- Orientation Week: 25 January 2020 to 01 February 2020
- **Classes Start on Monday, 3 February 2020**

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION FORM:

1. Documents

- An electronic copy of head and shoulders photo
- Reference Form (available to download on the online application)
- Certified Copy of ID (not older than 3 months)
- Certified Proof of Address (not older than 3 months)
- Proof of Banking (not older than 3 months)
- SARS Employee Tax Registration
- Proof of Registration for 2020 to be submitted by the 7 February 2020

2. A one (1) minute video, answering the following questions:

- Tell us about yourself?
- Where do you see yourself in 5 years?
- Why do you want to be a Gateway Mentor?
- What do you understand about the role of a mentor?
- What do you think is the most important thing a first year student needs to know when they arrive on campus?
- Describe your first year of study at university?

JOB DESCRIPTION INCLUDES (but not limited to)

- 1. Pre-Registration and Orientation (09 – 16 January 2020)**
 - Assist with communicating with the prospective first year students regarding Orientation 2020
- 2. Registration Period (20 – 24 January 2020)**
 - Assist first year students with Registration
- 3. Orientation Period (25 January 2020 – 01 February 2020)**
 - Assist and Support the execution of the Orientation Programme.
- 4. Post-Orientation Period (03 February 2020 to 31 October 2020)**
 - Facilitate additional Gateway sessions through the year 2020.
 - Facilitate the Gateway community service project during 2020.
 - Facilitate Mentorship Group Discussions during the year 2020.

ACADEMIC REQUIREMENT

- 60% Aggregate across all registered modules for period 2nd semester 2018 and 1st semester 2019.

PERSONAL QUALITIES INCLUDES (but not limited to)

- Friendly, outgoing and resourceful
- Enjoy working with people and have their wellbeing at heart
- Great team player
- Passionate about assisting first year students' adjustment to university
- Committed to creating a welcoming atmosphere for all first year students at the University of the Free State irrespective of which student community they belong to
- Willingness to learn

SKILLS REQUIRED INCLUDES (but not limited to)

- Excellent communication skills
- Be a problem solver
- Confident with your presentation skills
- Good time management skills

COMPENSATION / BENEFITS

- No Cash Compensation – Voluntary Services
- A meal daily during the Training, Registration and Orientation Period.
- A service certificate
- Opportunities to earn an adhoc salary through internal and external strategic partners
- Two free T-shirts, A name badge and a Cap

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13 December 2019

www.ufs.ac.za

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