Library Study Volunteer (with students in prison)

Overview of role:

Have you ever thought about how you would complete your studies without the use of the internet? For students studying in prison this is a reality and it can make gaining level three or post graduate qualifications difficult.

You could have a real impact on an individual working towards an OU degree as a form of rehabilitation by joining a team of Library Study Volunteers. This role will support requests from students who need help finding journals, articles and other relevant documents online. This can be done from home, so the role can be done anywhere!

We would recommend that you are available two-four hours per week and that you are able to regularly check the online forum. You will also be expected to attend online training between Monday, 14 and Friday, 18 January 2019. This is in addition to your own study, so please make sure you can spare the time!

Students in prison really value their studies and this additional help will allow more to feel like this student:

"I'm unsure how long I will remember the Latin or literary theory I laboured to understand, but my eyes have opened to a multi-textured world rich with history and beauty and my degree has given me confidence to believe I can yet claim a place in it and thrive. Those are Open University lessons I will never forget."

So, if you would like to have an impact on fellow students whilst improving your own research skills, this could be the role for you!

Desirable skills for role:

You will need to be available two-four hours per week to support these requests, with the capacity to regularly access the forum.

You should be current students (ideally studying level three now or having already completed modules at level three).

Regular access to a computer and the internet.

Passion for the OU Students Association mission statement and objectives, including belief in the OU’s mission to be ‘Open to all people’.

In order to find relevant content for other students, it is important you feel comfortable performing independent research. Ideally, you have used the library search and
engaged in your own research. Specific training sessions will be arranged by the library and volunteer team. It is expected that volunteers will attend three mandatory sessions.

**Training:**

You will need to attend one of each session, in the application you will be asked to select your preferred slots.

**Library session 1:**
Monday, 14 January 12:30-13:15 OR Tuesday, 15 January 19:30-20:15

**Library session 2:**
Monday, 14 January 19:00-19:30 OR Tuesday, 15 January 13:00-13:30

**Volunteer Induction and Admin:**
Thursday, 17 January 18:00-18:45 OR Friday, 18 January 10:00-10:45

**Supported by:**

Within this role you will receive support from the OU Students Association, the Open University’s Students in Secure Environments team and the Librarians where needed.

All OU Students Association team contact details can be found in your volunteer handbook and we are here to support you throughout your time as a volunteer.

As a Volunteer you can access a range of training on our website, as well as having access to the Association Volunteers ‘slack’, an online volunteer community.

**What the OU Students Association expect from you in this role:**

- It is important that volunteers respect our values by helping to create a sense of community and support wherever possible. We are committed to equality, diversity and inclusion, and our volunteers should reflect this in their role with us.
- All volunteers are expected to follow the volunteer agreement given to them upon taking on a role with the Association.
What you can expect from the OU Students Association:

- Support from the Volunteer team and Association staff team throughout your time with us.
- We will endeavour that all roles will be of real benefit to the student community and will make a difference to all those you engage with.
- Your volunteering will be appreciated and recognised for the value it brings.
- We aim to give you all the necessary information and training that you require to complete your role. If you feel you need additional support in your role please let us know and we will be happy to help.
- You will be volunteering for a non-discriminatory organisation that strives for equality and celebrates difference.