

## **FSE student well-being responsible per association**

### Tasks:

- Prepare discussion hours together with the mentor
- Be present during all discussion hours
- Promote discussion hours among students
- Stay in contact with coordinator
- Share best practices with fellow well-being responsables
- Can direct students to more professional help if needed

### Description:

- FSE board member who is responsible for well-being
- Has a certain passion for creating awareness about well-being and gets this across
- Opens up about his/her own experience (participates actively in the discussion)

### Time investment:

- Preparation & reflection of discussion hours with mentor: 10 hours
- Execution of hours: 8 hours
- Practical tasks (arranging location and promotion, have contact with coordinator): 8 hours
- Evaluation meeting: 4 hours

## **Mentor**

### Tasks:

- Prepare discussion hours together with board responsible
- Be present during all discussion hours of (at least) one association
- Leads the discussion during the discussion hours
- Initiate individual follow-up sessions with students if necessary

### Description:

- Has affinity with well-being topics
- Has affinity with starting up a discussion and involving people
- Opens up about his/her own experience (especially in case the mentor is the academic advisor)
- *In de case of a student; knows how to deal with difficult conversations. Students need to be prepared to take advice from this person.*

### Time investment:

#### *For one association.*

- Preparation & reflection of discussion hours with student well-being responsible: 10 hours  
*This could be less if a mentor supervises more than one association.*
- Execution of hours: 8 hours
- Follow up with individual students: 4 hours
- Evaluation meeting: 4 hours

## **Professionals**

### Tasks:

- Participates in the preparation of a discussion hour with one specific topic
- Contribute to an hour with professional guidance
- Makes theory about one specific topic available for associations which do not need the help of the professional

### Description:

- Open to help the study association with professional guidance
- Is prepared to participate in the discussion next to giving a presentation
- Has a motivated expertise

### Time investment:

*For every hour the professional is needed:*

- Preparation & reflection of discussion hours with student well-being responsible & mentor: 1 hours
- Execution of hours: 1 hours

## **Coordinator & Student Coordinator**

### Tasks:

- Making overview of the discussion hours
- Keep contact with professionals, mentors, FSE students and ambassadors
- First point of contact for external parties
- Maintain list of professionals
- Keep the ambassadors up to date
- Coordinator general promotion

### Description:

- Can uphold planning
- Can communicate well
- Has affinity for student well-being

### Time investment:

- Stay in contact with all participating people: ?
- Creation and distribution of promotion material: ?

## **Ambassador**

### Tasks:

- Spread the word about discussion hours if applicable
- Is aware of the existence of the discussion hours and refers people to the discussion hours if possible

Description:

- People who know about the project
  - o Academic advisors
  - o Student psychologists
  - o ESA
  - o Confidential advisors
  - o FSE working group 2020-2021