Mentor Committee Application and Consent Form

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Picture of applicant:

# Mentor Committee Member Duties:

As per the Constitution of Huis ten Bosch: The Mentor Committee consists of the elected Head Mentor and 8 Mentors. At the discretion of the Executive Committee and the Centre for Student Communities, this number may be increased or decreased. This Committee’s election is overseen by the Mentor Election Panel. Current members of Huis ten Bosch who have met the required academic progress requirements for June may stand for the position of Head Mentor and/or Mentor. The term of office for the newly appointed Head Mentors and Mentors, according to the University, starts on the first day of the fourth academic term of the year in which members had been appointed and terminates on the last day of the third term of the following year. This is subject to change – the discretion of the University is decisive. If you wish to join this committee, you need to submit this application. If there is a fault in this application form, the application will be declared null and void, unless the Panel consents to allow the Applicant to fix their error based on considerations of fairness and reasonableness.

This committee works together to represent the First Year Newcomers in Huis ten Bosch (“mentees”). The busiest time for this committee is during Welcoming and, therefore, committee members must be aware that they will be required to return to Huis ten Bosch earlier at the beginning of the year to fulfil their duties. During Welcoming, mentors will check in on the overall wellness of their mentees and take them to their respective academic programs. Post-Welcoming, the Head Mentor and Mentors will co-ordinate study sessions and mentor sessions with their mentees throughout their term of office. This helps the mentees to adjust to their new University life.

The Head Mentor will oversee the Mentors and will work together with the House Committee. The Head Mentor is also required to attend House Committee meetings and is in charge of the Academic Success portfolio of Huis ten Bosch. Each Mentor will be assigned a set number of mentees who they will be expected to guide and assist. Generally, Mentors are paired with mentees who are in the same faculty as their Mentor, however, this is not always possible and so Mentors must be knowledgeable about campus and flexible in their approach to their mentees. The Mentor Committee must attend all compulsory training sessions as scheduled by the University (barring valid, reasonable, and fair excuses) and they should attend all other beneficial training sessions as well.

This committee is expected to uphold the House Values and the Huis ten Bosch Constitution and the relevant University and Huis ten Bosch rules and regulations. This committee will be expected to uphold the highest standards of behaviour as they are considered to be role models to the First Year Newcomers. Mentors are expected to be responsible and accountable – this committee is about teamwork and everyone is required to chip in.

# Mentor Committee Member Application:

|  |  |  |
| --- | --- | --- |
| Applicant (nominee) stands for: | | |
|  | Yes | No |
| Head Mentor |  |  |
| Mentor |  |  |

1. Full name:

2. Student Number:

3. Room number:

4. Course and year of study in **2022**:

5. Involvement:

Huis ten Bosch:

University:

Academically:

Sport:

Other leadership roles:

6. Other relevant information:

# Mentor Committee Member Motivation for Applying:

# Mentor Committee Consent Form:

*To apply for the position of Mentor Committee member (which includes the positions of Head Mentor), you have to agree to and comply with the Consent Form below. Once signed, you will be bound by the terms hereunder.*

If I am elected as a Mentor Committee member for Huis ten Bosch:

I recognize that I have been given a great privilege. It is my duty to serve the House, specifically my mentees, and to lead with integrity and honesty. I will uphold the House Values, the Huis ten Bosch Constitution, and the relevant University and Huis ten Bosch rules and regulations in all things that I do. If I face conflict in my role as a Mentor Committee member, I will bear in mind the House Values, I will maintain confidentiality unless disclosure is absolutely necessary, and I will not force my own beliefs, opinions, or ideals on others. I will remain as unbiased as possible, and if I am in danger of overstepping professional boundaries, I will rescind myself from the matter and hand the matter to a better-suited Mentor Committee Member.

I understand that I am bound to do my best regardless of who my mentees are. I will treat all of the First Years with respect, dignity, and compassion. I am aware that the Mentor Committee functions as a comprehensive whole, and so teamwork and mutual respect are paramount. I also understand that friendships fall outside the sphere of my job as a Mentor Committee member and that I must remain unbiased and treat all residents equally. In my capacity as Mentor Committee Member, I will aspire to the ideals of transformation and inclusivity. All Mentor Committee decisions must be made with due regard to their impact – we must be responsible, accountable, and ethical.

I am a representative of Huis ten Bosch and so I will endeavour to uphold the reputation and values of Huis ten Bosch. I understand that if I fail in my duties as a Mentor Committee member, disciplinary action may follow. As a Mentor Committee member it will be my responsibility to be up to date with the Huis ten Bosch Constitution and the relevant University and Huis ten Bosch rules and regulations. It will be my duty to read and understand these documents.

In conclusion, I acknowledge that this is a servant-leadership position and that I am a representative of Huis ten Bosch. I will represent and serve Huis ten Bosch to the best of my ability.

By signing here, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (student number), acknowledge that I have read and understood this document and that I consent to it in full.

*All applications must be submitted by Sunday 15 August at 23:59 via email, to the Chairperson of the Election Panel, Ayanda Manana, at 21951055@sun.ac.za.*

***Please see the Huis ten Bosch Constitution 2021 for further enquiries.***