



## GRATIA CHRISTIAN COLLEGE

### Student Development Office Peer Tutoring Scheme 2023-24

#### A. **INTRODUCTION**

The Peer Tutoring Scheme serves two main purposes. It aims to assist Year 1 students (tutees) in integrating into their college life and fostering a sense of belonging to the College via the support of peer tutors. The Scheme also provides opportunity for peer tutors to develop servant leadership in the course of helping the new students they look after.

To cultivate peer support, each of the freshmen will be paired up with a peer tutor from senior classes of the College. The Student Development Office (SDO) is responsible for administering the applications for serving as peer tutors, coordination and implementation of the Scheme. The peer tutors will be supported by the SDO and the corresponding staff mentors of different Schools throughout their service period.

#### B. **ROLES OF PEER TUTORS**

- (1) Support Student Orientation 2023-24 Organizing Committee in the New Student Orientation Programmes and serve as group leaders in orientation activities;
- (2) Assist tutees to adjust to college life, including studying and social life on campus;
- (3) Organize activities for their group members for relationship building;
- (4) Serve as tutees' companion, show concern to them, support them, encourage them to face challenges and develop "CHRIST" values;
- (5) Facilitate tutees in their personal growth, character development and career planning;
- (6) Introduce tutees to useful resources within and beyond the College; and
- (7) Serve as a bridge between mentor and tutees in communication, and bring the needs of tutees to mentor's attention when appropriate.

#### C. **TRAINING FOR PEER TUTORS**

All peer tutors are expected to participate in the following induction and training workshops held **between May and August (2-full day):**

- (1) Skills for Effective Communication and Team Building
- (2) Coaching Skills
- (3) Basic Counseling skills
- (4) Risk assessment

#### **D. FRAMEWORK OF THE PEER TUTORING SCHEME**

(1) Grouping:

Each tutor will lead a certain number of freshmen and form a group. Matching priority will be made within the same study programme.

(2) Serving Period:

The serving period will be from late August to April of the academic year.

(3) Frequency of meetings:

Peer tutors, serving as group leaders, will be introduced to tutees at the Student Orientation Day held in late August. They will join the Student Orientation Camp in the first weekend after commencement. Peer Tutors will arrange two reaching out activities for all members in semester one. Tutors are advised to meet the tutees regularly during the serving period.

(4) Financial Support:

SDO will support all the pre-approved expenses to Peer Tutors during the period of the scheme, including Student Orientation programme and Reaching Out activities.

#### **E. PROGRAMME SCHEDULE** (*Tentative*)

<b>Date &amp; Time</b>	<b>Content</b>	<b>Venue</b>
Late May 2023	Induction Workshop Group understanding & building	GCC
Early August 2023	Preparatory Workshop for Orientation activities	GCC
Late August 2023 (Full Day)	Student Orientation Day - SDO Welcoming Session	Assembly Hall, GCC
September to October 2023	Reaching Out activities ( <i>to be arranged by Peer Tutors</i> )	outside campus
September 2023 - April 2024	- Regular meetings/contacts with tutees, mentors and SDO staff - Mid-term evaluation meeting	Various locations
April 2024	Final evaluation meeting	GCC

## **F. AWARDS & RECOGNITION**

Certificate will be awarded to peer tutors who have completed the service requirements of the Scheme, which include demonstrating sincere and responsible attitude, organizing at least 1 activity per semester for their group members, and achieving 75% attendance in training, workshops and regular meetings.

## **G. JOINING THE PROGRAMME AS PEER TUTORS\***

- (1) Application period: 7 April (Friday) to 28 April 2023 (Friday) 5:30 pm
- (2) Submission of application: Completed application form should be sent to sdo@gratia.edu.hk or submitted directly to Jess Wong (Rm 202)
- (3) Interview dates: 8-12 May 2023

*\*Priority will be given to*

*a) Year One student **OR** b) Students who have attended Mental Health First Aid Course*

### **Enquiry**

Student Development Office      T: 5804 4142      E: [sdo@gratia.edu.hk](mailto:sdo@gratia.edu.hk)