

UNIVERSITY OF SUSSEX
2012/13 Electives: Free Standing Elective Modules*

Owning School	School of Education and Social Work		
Module convenor contact details	C. Holmstrom and ANO in social work		
Module Title	USSU/School of Education and Social Work Volunteering Elective		
Module Credit	15 (150 hours)	State FHEQ Level (4 or 5)	4
Timing of delivery (circle choice)	TB1	TB2 as a pilot for 20 students in 2013	TB1 and TB2
Learning outcomes	<ul style="list-style-type: none"> • Make an effective contribution as a volunteer in a community organisation • Demonstrate an ability to reflect upon the development of skills and upon personal development during the volunteering experience via the volunteering e-portfolio • Evidence an understanding of the professional issues, challenges and context of the voluntary/community sector via the relevant section of the e-portfolio • Demonstrate effective visual and oral communication and presentation skills (15 minute presentation drawing upon Sussex Plus) 		

<p>Mode and pattern of delivery (expectation is that each elective will have minimum 2h/w contact time)</p>	<p>(A) Attending 10 hours introductory and review seminars and training Attending one compulsory Introductory workshop of 3 hours to cover:</p> <ol style="list-style-type: none"> I. Introduction to the Elective and to the voluntary and community context; CRB and health and safety requirements (NB CRB processes themselves will be carried out in advance of the module starting in order to allow time for processing). II. Volunteering opportunity allocation process clarification III. Introduction to the academic elements <p>(3 hours)</p> <p>Attending skills training workshop to focus upon :</p> <ol style="list-style-type: none"> I. Making an effective contribution as a Volunteer through effective communication and participation in a range of activities; II. Effective Team Work III. Presentation and communication skills within the workplace <p>(3 hours)</p> <p>Attendance at a 4 hour mid-placement review workshop (to be planned for shortly before half way through) that will focus upon:</p> <ol style="list-style-type: none"> I. Refresher session on communication and involvement skills, drawing upon learning to date; II. Preparation for assessment (e-portfolio and presentation task) <p>(4 hours)</p> <p>(B) 70 hours of confirmed volunteering (evidenced by signed confidential reference written by Volunteering Organisation Supervisor)</p> <p>(C) Private study: This will include research about the organisation in which the volunteering takes place in as well as relevant policy and practice issues and will also include time to prepare and upload materials to the e-portfolio and time to prepare the presentation (based upon Sussex Plus, verified by CEC) (67 hours)</p> <p>(D) Attendance and participation in assessed presentation: Presentation of learning and achievements drawing upon Sussex Plus Webfolio (verified by CEC) in 15 minute individual presentation to panel convened by School of Education and Social work that will include Module Convenor or nominee and representatives from Voluntary/Community sector, CEC Careers Employability Adviser (co-ordinated by Project V Co-ordinator) (3 hours)</p> <p>150 hours total</p>
<p>Mode of assessment</p>	<p>Pass/Fail mode of assessment elements including:</p> <ol style="list-style-type: none"> (a) Academic assessment (Pass/Fail) of Professional Volunteering e-Portfolio (PebblePad) demonstrating skill/ personal development reflective awareness of self within Volunteering/Community context and to include reflections upon presentation (see below); (b) Verification of Sussex Plus Webfolio (by CEC) (c) Academic Assessment of candidate's effective presentation skills in 15 minute individual presentation to panel convened by School of Education and Social Work Module Convenor: Pass/fail only. Presentations will take place in groups of 4 so that peers observe each other, but will be individually marked as pass/fail.
<p>Brief module description (suitable for communicating to students making option/elective choices) The Volunteering Elective offers students the opportunity to undertake relevant induction/professional skills training alongside 70 hours of volunteering in a community organisation (co-ordinated by USSU Project V to provide experience and insight into voluntary/community organisations and ensuring all health and safety and CRB compliance). Students selecting the Volunteering Elective will, as part of the pass/fail assessment for the Elective, complete a professional volunteering e-portfolio reflecting upon skill development and understanding of the voluntary/community context, produce a Sussex Plus Webfolio to present in a 15 minute presentation to a panel of voluntary/community sector representatives convened by a School of Education and Social Work representative.</p>	

Please note that there will be no minimum number of students- all electives will run once approved and published.	Maximum number of students able to take the module at each delivery period (TB1 or 2)	20 students as pilot in TB2
---	--	------------------------------------

*These are individual modules positioned at NQF level 4 or level 5 in the University's Academic Framework. They are designed to enable students to broaden their learning beyond the core subjects of Single Honours. They may be taught in each teaching block, depending upon demand, and must be approved and timetabled to be delivered within the University's Elective Timetable. Normally stage 1 students shall study NQF level 4 electives and stage 2 students shall study NQF level 5 electives except in languages where Free Standing Electives may be taken at the level most appropriate to the language proficiency of the individual student. Electives shall be assessed in accordance with the University's Assessment Regulations and shall be recorded on the student transcript as a credit-bearing module in the same manner as core and option modules.

Please note that apart from languages 1st year students will be limited to level 4 whilst second year students will be able to take levels 4 and 5.