



Student Platform Occupational Therapy

STUDENT REPRESENTATIVES:

Welcome to the SPOTEurope Team! We are very happy that you've offered your skills to assist SPOTEurope. Below you will find your "role duties". Of course these descriptions are open for your thoughts and ideas to do it differently, if you have any additions or if anything is unclear, please feel free to discuss this and let us know. Because more thoughts make better ideas! :)

Recommendation:

- Ask at your university/school if there are any members of ENOTHE and who is the schools' go-to lecturer for ENOTHE. They will be your best source of information and support within your school! If there are no members of ENOTHE, then it is still a good idea to get one of your lecturers or heads of program on board. This will make setting up further steps (e.g. minispot) easier and may encourage other students at your school to participate!

Keeping us up to date:

- We would appreciate it if you could send us a monthly update so we can see what you are up to! What are the interesting things you've done or want to share? For example, is your school planning to do exciting activities or a special event? Did you have a particularly interesting lecture? Are you, a peer, or your school involved in interesting projects? Did you promote SPOTEurope in any way?
- Through this we are able to keep an overview of what our student reps are up to and share activities and ideas with each other. In the near future we are planning to release a newsletter on a regular basis, which will help sharing this information and hopefully inspire students across all Europe to get involved.

It's nice to know how SPOT is active, so please do let Emma, our outreach coordinator, know by sending her an email at outreach@spoteurope.eu!

Communication:

- We have made a "Student Representatives" Facebook group, in which all student reps can share ideas, exchange experiences and ask questions. You'll be added as soon as possible!
- We will contact you with questions or information through email or the Facebook group. Different students from our board can contact you (the blogger, social media lead, outreach lead etc.).
- Of course if you want to chat with us, for questions, ideas or just for fun, you can whats-app or facebook-message us! *
 - Emma Schlinquer (Outreach Coordinator): +33 6 02 33 90 88
outreach@spoteurope.eu

* What are your thoughts on the best way to communicate? Let us know what you think would work best.

ROLE DESCRIPTION:

You have the freedom to promote SPOT, as well as your school and region, in your own style. Make this role your own! You can do this by:

- **Letting all your OT-buddies know that SPOTEurope exists!** We ask you to share and spread the word through:
 - Doing short presentations to students and lecturers in your university to create awareness. Get your fellow students excited! Contact our Outreach Coordinator to get a PowerPoint and all the information you'll need to do this.
 - Sharing your presentations on social media! Tag us or send us pictures, so that we know what's happening!
 - Inviting your OT friends to our Facebook page and Twitter.
 - Sharing the platform on your school website if possible.
 - Having a SPOT "stall" or "workshop" at your schools events.

- **Letting OT students across Europe know that your school exists!**
 - Let us know when your school has an event.
 - Let us know about any unusual teaching methods or subjects at your school.
 - Let us know about OT/Healthcare/Internationalization events in your community

- **Keep our social media active!** Like, comment and/or share our posts:
 - Ask questions about projects,
 - share your stories about internships or other interesting activities,
 - react to other people's comments & new posts.

We will ensure the FB, Twitter and Instagram are updated about your activities but we rely on you to get more engagement! These small things will all help to attract new student interest and develop SPOTEurope!

- **Setting up a mini spot at your university!**
 - A mini spot is a local platform for students and information point for internationalization at your school. It aims to increase internationalization at your school and encourages young people to be more involved in international projects and activities that boost their professional identity.
 - Helps you to connect with other schools and students and creating an international network during your education!
 - It's important to keep in mind that the mini spot is a platform created by students FOR students. It's good to have a teacher or lecturer on board to help you out organizing things but in the end the focus should be on the needs of the students.
 - For more information on what a mini spot is about and how you can set up one yourself you can take a look at our guide.

It would be awesome if we can show, what you guys do as student representatives. To let other students know that we are out there & encourage them to join as well! It would be lovely if you can **send us pictures of your activities** as (new) student representatives, so that we can make a nice blog about it. Please send your stories, pictures etc. to: info@spoteurope.eu or tag us on social media! :)

Finally, let us know if you have any other ideas to help take SPOTeurope to the next level!

We are really looking forward to your activity and appreciate all your effort!