

Student Care Officers Role Description

The main functions of the role are to:

- provide pastoral care and support for the student during his or her time at college
- maintain regular communication with the student (by visits and email/telephone) two or three times per year.
- make themselves known to and maintain regular contact with the college
- be the main Synod contact with the college (while the DSO [Training] maintains contact on placements)
- represent the Synod at the yearly student review for the student
- attend the September meeting of the Development and Support Committee and attend any other meeting as they wished.
- report to the Development and Support Committee in September after the yearly review [and at other times if required] and to send copy of report to the Synod Office for inclusion in the student's file
- advise the ASPC when a local placement might need to be organised (in conjunction with the relevant DSO)

