

UCD Advantage Award – Support Documents

SKILLS

Good Examples

Key skill one:	Teamwork
Key skill one reflection:	Working with 13 other people to organise and run 8 society events throughout the year. We kept in constant contact via a group chat and met up in person often to run over ideas and make sure all details were covered. We also used this time to ensure each person understood their individual tasks and had the opportunity to raise any concerns. My role in the team involved setting up our committee meetings and supporting other team members with their tasks when required, as it would lead to an overall success for our society. I love working with a team that is trying to reach a common goal.

Key skill three:	Planning/organising
Key skill three reflection:	Planning and organising were very important skills in the society. We had to not only plan the events within the society but also organise our time around them. While planning the events proved an enjoyable task for me, I found it difficult to organise my time in UCD around the society and sometimes gave priority to other things. I think if I was slightly more organised I could have contributed slightly more to the society. However, I still learned many organisational and planning skills within the society during event planning such as for example; working together to find a schedule which suited everyone for fresher's week where two people were always present at the stand, or to ensure that someone was available to set up for each event so that everything was ready before the society members had arrived.

Key skill three:	Research skills
Key skill three reflection:	This project has allowed me to improve many important research skills. It allowed me to improve my IT skills, laboratory skills, learn new techniques, get experience in writing grant applications and improve my critical thinking and analytical skills which are all very important aspects of research. It has taken me through the whole process of proposing a research question to designing an experiment, applying for a grant and finally carrying out the experimental work and analysing the data generated.

Needs to be expanded

The below examples should not be included as part of your UCD Advantage Application. These examples do not provide concrete evidence that you have developed the skill.

Key skill one:	Multi-tasking
Key skill one reflection:	I was able to demonstrate this skill during my run as Secretary by being able to complete my coursework and be active in the society at the same time.

- This is ok to start, however, this answer must be expanded. Can you provide a specific example? Were you running a large event when you should have also been studying for an exam? How did you manage this? How did you multitask and organise yourself? How do you know you were successful at multitasking? Was everything a success and what did you learn from the experience?

Key skill two:	Leadership
Key skill two reflection:	As a peer mentor with a year of experience of UCD I developed my leadership skills by leading the mentee group.

- Think about: How did you lead the group? What specific things did you do? What did you learn? Can you speak about a specific experience where you showed this skill? How did you feel about it? Was it easy or difficult to be a leader?

Key skill three:	Planning/organising
Key skill three reflection:	I organised events such as meetings with other second year students so that the first year students could have a better idea of what they would like to do when they enter into their second year. I also planned out activities so that they can get to know each other and socialise.

- Think about: '*Organised events*' – what events? What was involved in the organising? Booking rooms, marketing, managing people, catering, speaker? How did you know it was successful? Numbers in attendance, feedback? What were your own thoughts and feelings?



Checklist

**Please ensure you have completed all of the below items
before submitting your application**

Included at least 2 activities to your application	
Demonstrated engagement with all 4 award themes	
Included an example for each skill and not just a general statement	
Included a valid referee email	
Requested validation on all activities	
Included no more than one external activity	