

# OR in Education Volunteer Overview

“The OR Society stall was amazing. The children loved the activities and your volunteers were excellent.”

## Introduction

This document gives a brief overview of ORiE, covering the why, what, how and whens of volunteering. For more detailed information, please see the Volunteer Handbook available on [our website](#).

## Why volunteer?

Volunteering with ORiE has lots of benefits, you can have fun, inspire young people and give something back to your local community and/or the OR community.

It will enhance your communication skills, build your confidence in presenting and expand your professional network. It also counts towards the volunteering component of professional accreditations such as Chartered Scientist (CSci).

Many employers offer volunteering days, allowing you to volunteer without having to use your annual leave allowance. The benefits to employers include employees with stronger skill sets, continued young OR professionals coming up through the pipeline and volunteering credit for their corporate social responsibility scheme.

## How much time does it take?

You are welcome to volunteer as little or as often as you like. Individual events last between one hour and a full day. Career talks and maths workshops are shorter (generally an hour or two) whereas careers fairs and events like the Big Bang Fairs are longer (typically held during the day from 11:00 until 15:00).

## What do ORiE volunteers do?

Volunteers for OR in Education (ORiE) do a mixture of things. The most common activities we need volunteers for are:

**Careers Talks:** this involves talking to a group of college or university students about your experience. You are likely to have somewhere between 10-40 minutes to talk about your job and what you enjoy about it.

**Careers fairs:** these are usually at a local school or university and involve looking after a stand. This can involve chatting to interested students about what you do, where you work and how you got into OR.

**Science Fairs:** these often resemble a cross-between a careers fair and a maths workshop. You will be

exhibiting and talking to students but also providing them with interactive exercises to try.

**ORiE workshops:** this involves running an interactive exercise demonstrating a real-life application of OR (which has been simplified for student use). Our workshops typically last about an hour.

### **Who can be an ORiE volunteer?**

ORiE is open to all, regardless of experience level or background. If you are interested in inspiring students and sharing your love of OR you are welcome in the ORiE community.

### **How does it work?**

#### **Time commitment**

The OR Society understands that your time is valuable. As such, you are welcome to volunteer as little or as often as you like.

#### **Joining OR in Education**

There are three ways to join the OR in Education programme. The OR Society members can amend their email contact preferences on our website to opt in to ORiE emails, you can complete the form on [this webpage](#) or contact the Education Manager and ask to be added to the mailing list.

#### **Leaving OR in Education**

If you decide that you no longer wish to volunteer with ORiE please tell the Education Manager and we will remove you from the mailing list.

### **Notifying you of events**

Upcoming volunteering opportunities are advertised once a month in the ORiE volunteering opportunities email.

The email will include details such as time, date, location and a brief description of the event and what is required. If you are interested in attending an event, please email us to let us know. If there is anything else we should know – for example it is your first time volunteering or you would like to help out with someone more experienced, please do let us know.

We will then liaise with you a few weeks before the event to ensure you have all the materials and resources you need. You will not be expected to do any planning for an event, with the exceptions of familiarising yourself with a workshop or preparing a careers talk, if relevant.

### **Logistics, paperwork and security checks**

We will handle all the paperwork and logistics. We may ask you questions like 'do you need a parking pass?' or 'do you have any dietary requirements?' but that's it. We organise everything and tell you what you need to know, you simply need to turn up on the day and have fun!

### **Claiming Expenses**

We don't want you to be out of pocket because you volunteered for

us; we'll cover expenses related to the event, such as the cost of travel, food and sending out/returning materials. Keep hold of any receipts and submit an expenses claim form after the event to be reimbursed.

### **Visit feedback form**

We're always keen to improve our service to institutions and our volunteers. After completing a visit, we ask you to fill out a short form which provides us with information on how the visit went, including what you think we have done well

and where you feel we could do better.

### **How are volunteers supported?**

The Education Manager is always available to support ORiE volunteers. The Education Manager will be your dedicated point of contact and will be able to answer all your questions and offer a helping hand where needed. The Education Manager can be reached on [education@theorsociety.com](mailto:education@theorsociety.com) or by phone at 0121 234 7816.

"Many students, when told about the day-to-day activity of using sophisticated computer programming to solve some of the country's biggest problems, said that it does sound like a 'pretty cool job!'"