Construct | STEM
GO Ambassadors

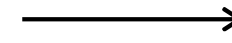# REQUEST A STEM AMBASSADOR FOR EVENT ORGANISERS

Contents

INTRODUCTION

This guide will provide visual step-by-step instructions to help you organise an event with a Go Construct STEM Ambassador.

How to create an activity request for a
Go Construct STEM Ambassador

HOW IT WORKS

SIGN IN

Sign in to your STEM Learning account

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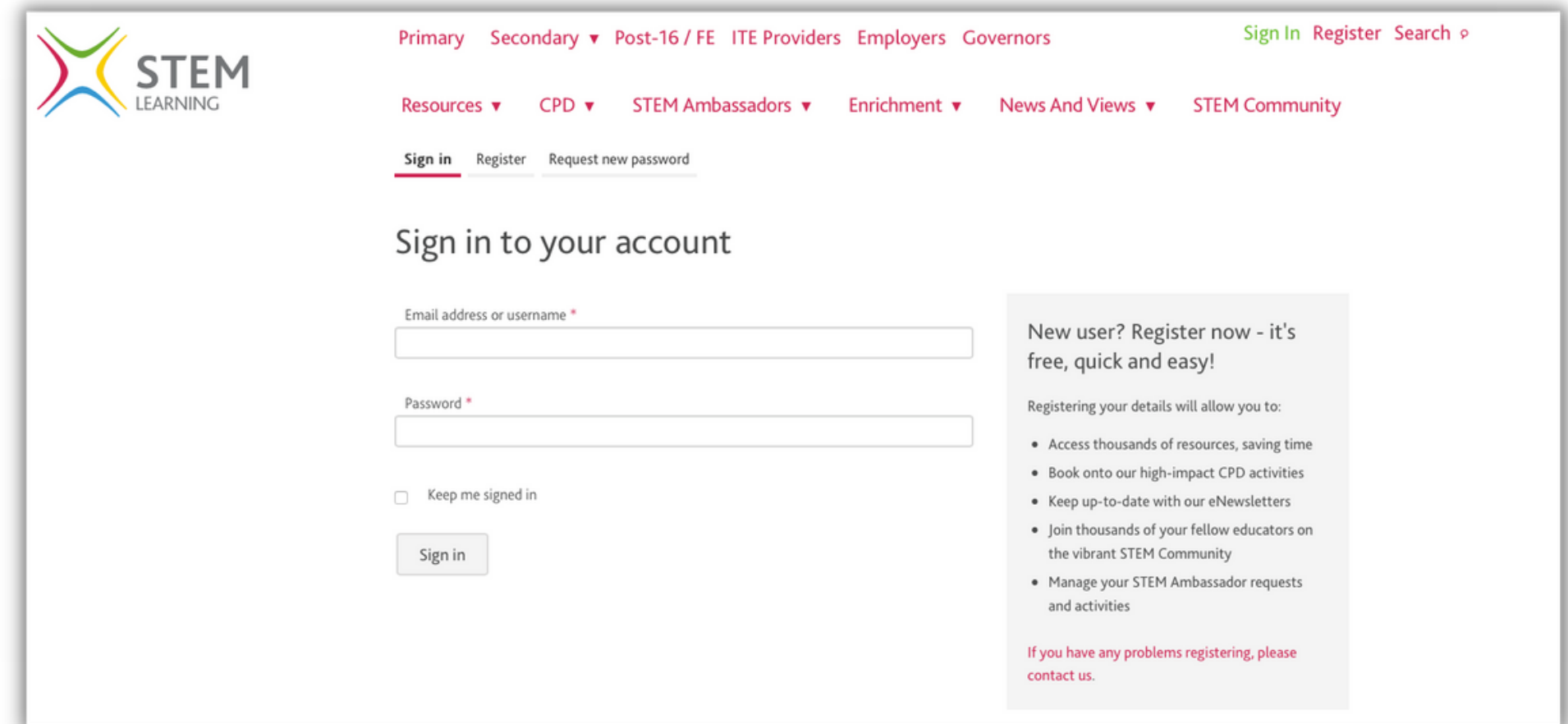
To sign in please click or enter this link

https://www.stem.org.uk/user?destination=dashboard
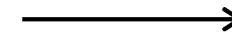
ADVERTISE AN ACTIVITY

How to advertise an activity

On your dashboard, you'll see on the far-left hand side there is an activities drop down option.

Click on the drop down and select advertise an activity.

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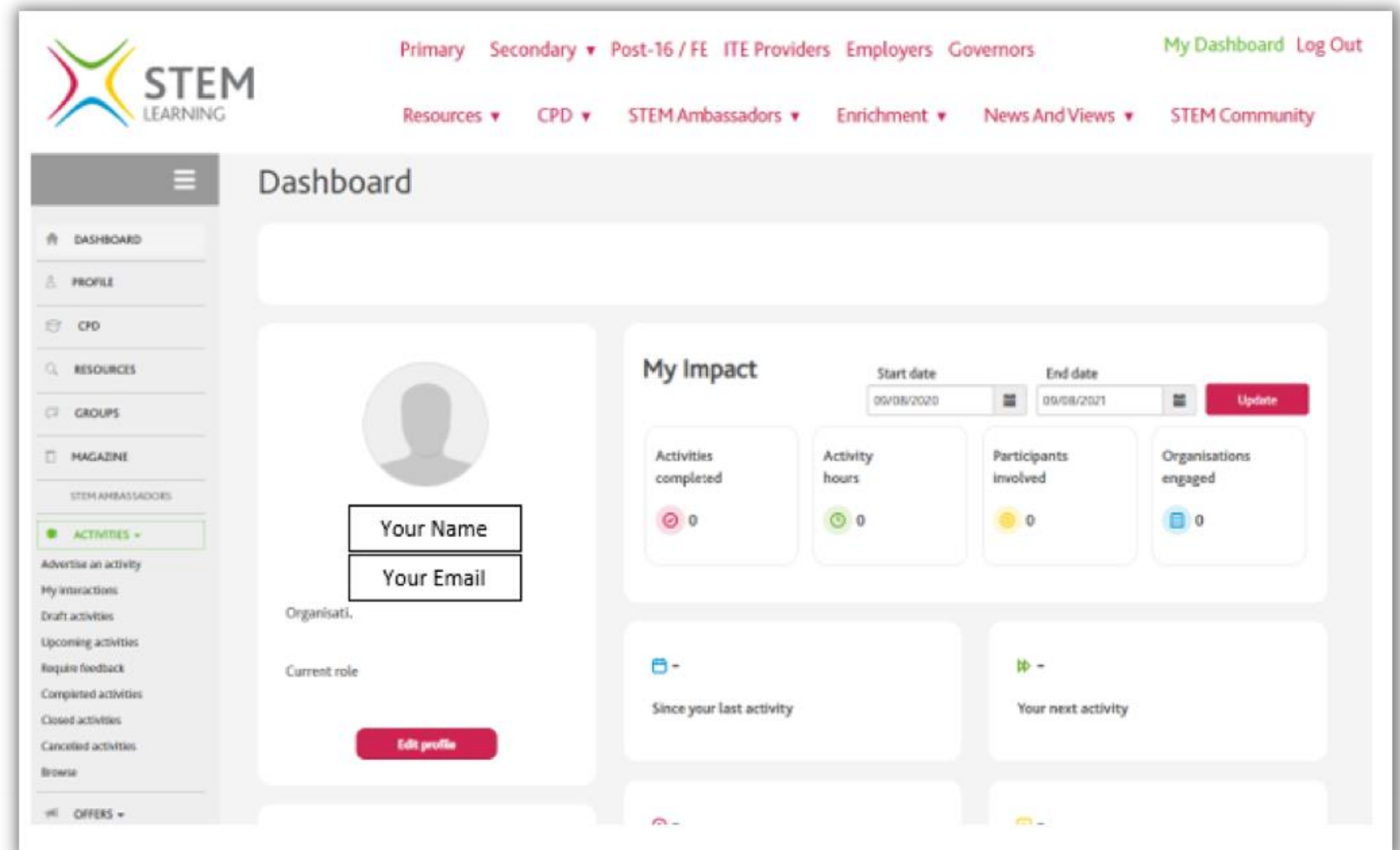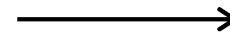
ABOUT YOUR ACTIVITY

Enter the activity details here

Enter in the name of your activity.

On the drop down menu under 'what do you want the STEM Ambassadors to do?' select what type of activity you want to hold.

In the schemes section, click in the box and a drop down will appear, please select 'Go Construct STEM Ambassador'

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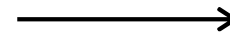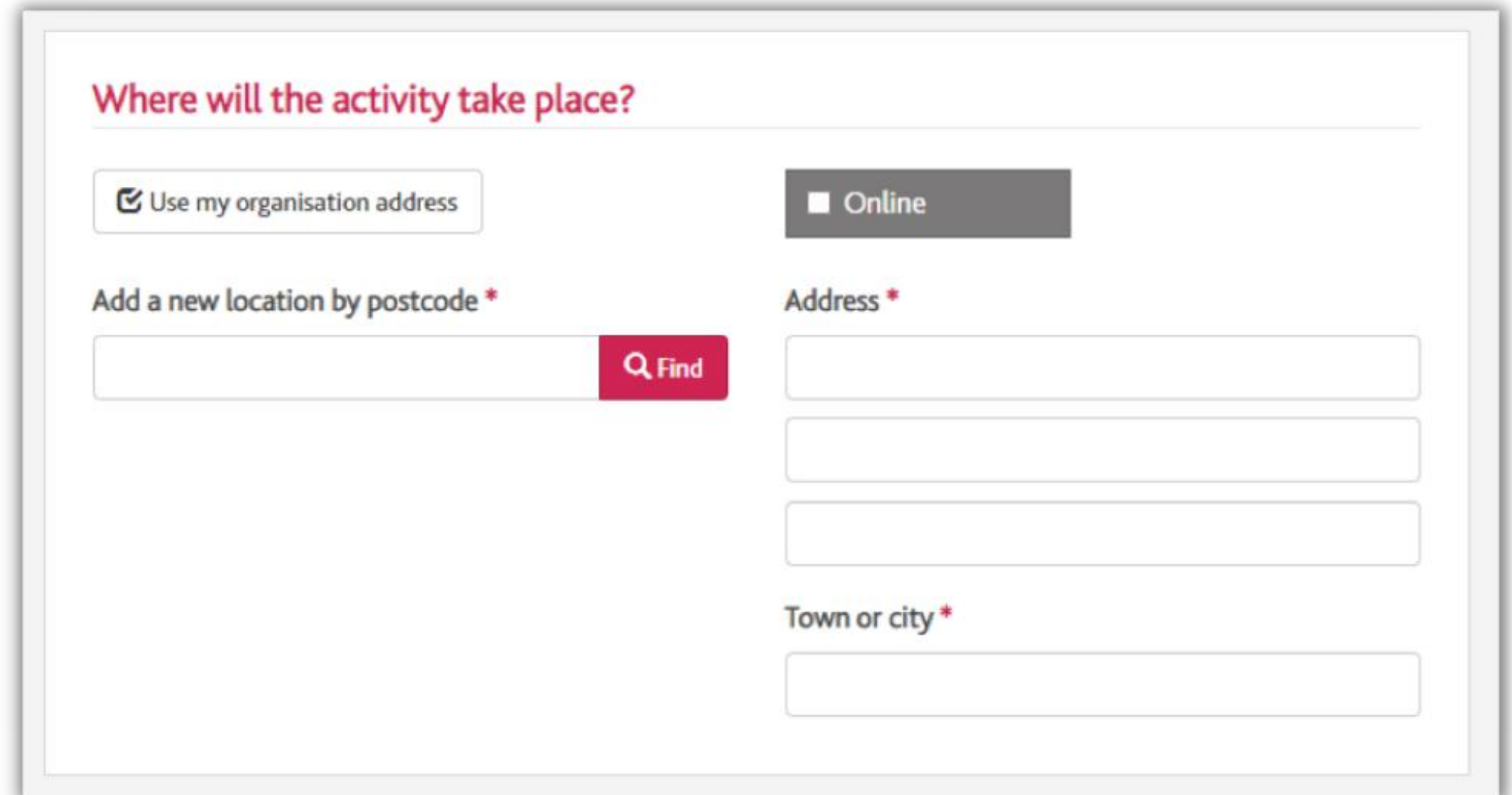
WHERE YOUR ACTIVITY WILL TAKE PLACE
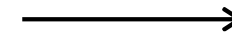
Enter your chosen location here

Enter in the address where you want your activity to be held.

Alternatively, you can select the 'online' option if you want the activity to be held virtually.

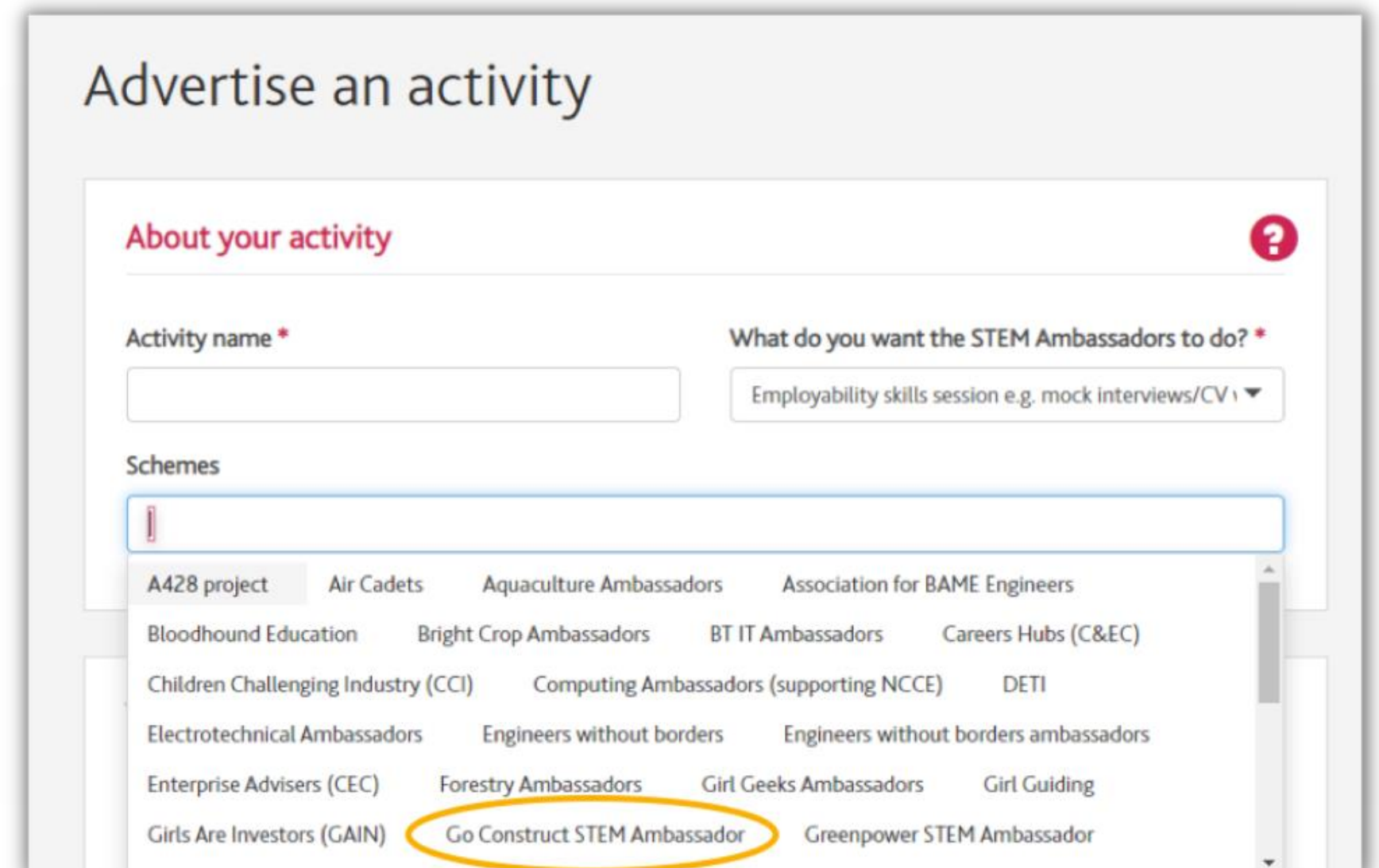YOUR PAGE SHOULD LOOK LIKE THIS

Where will the activity take place?

☑ Use my organisation address   ■ Online

Add a new location by postcode *   Address *

[ ]   🔍 Find   [ ]

[ ]

[ ]

Town or city *

[ ]

PARTICIPATING SCHOOLS/ORGANISATIONS

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Which schools or organisations will be participating?

Click in the box and enter which school or organisations will be taking part.
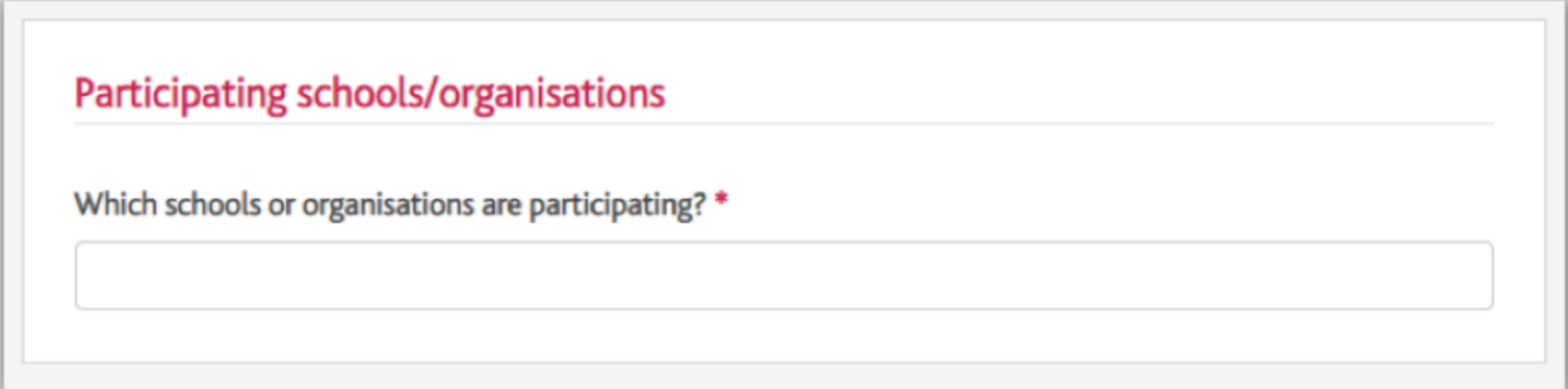
Participating schools/organisations

Which schools or organisations are participating? *
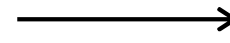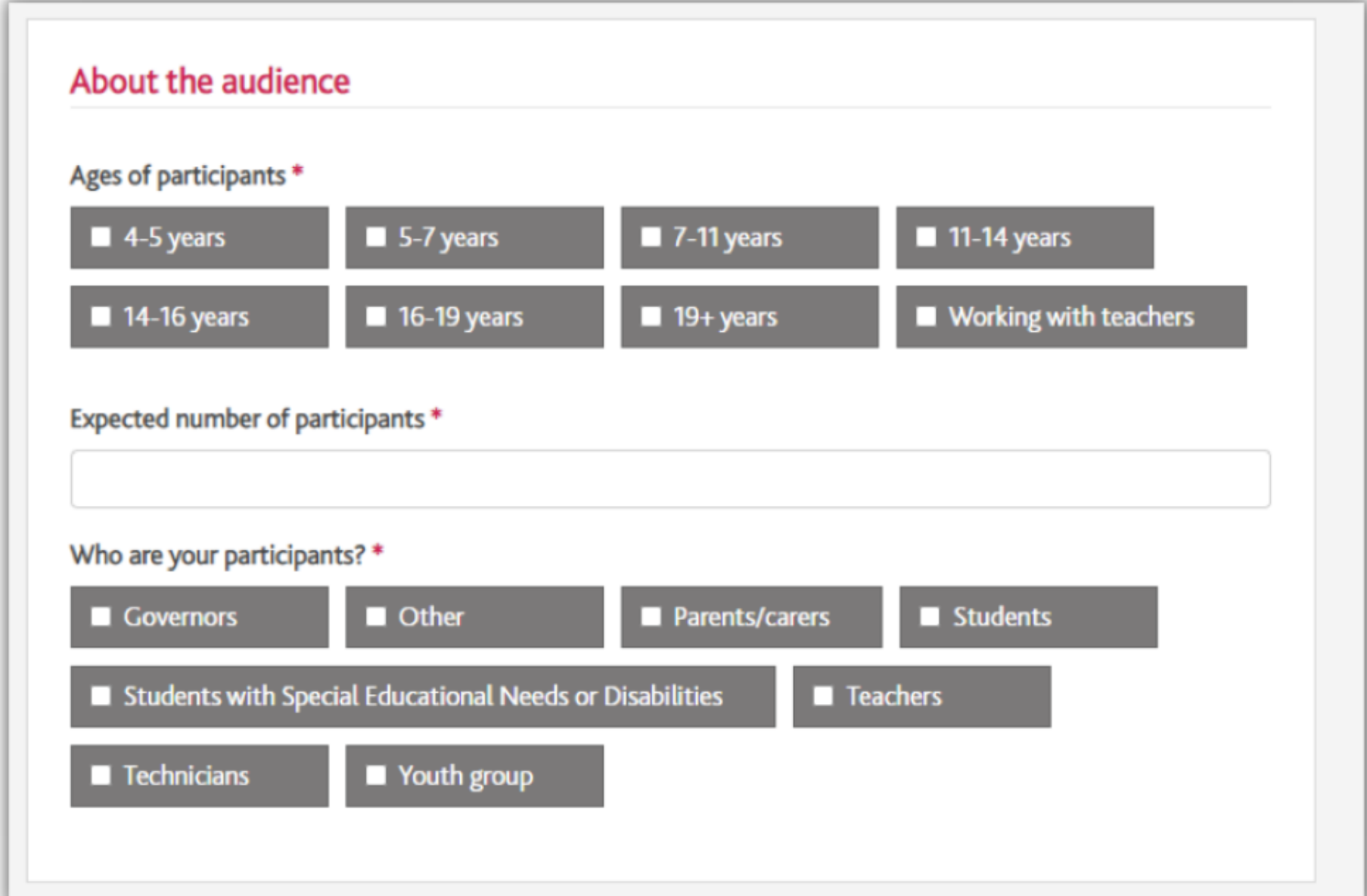
ABOUT THE AUDIENCE

Enter your audience details here

- Click the appropriate options for the age of the participants

- Enter how many participants are expected to be in attendance

- Select who your participants will be

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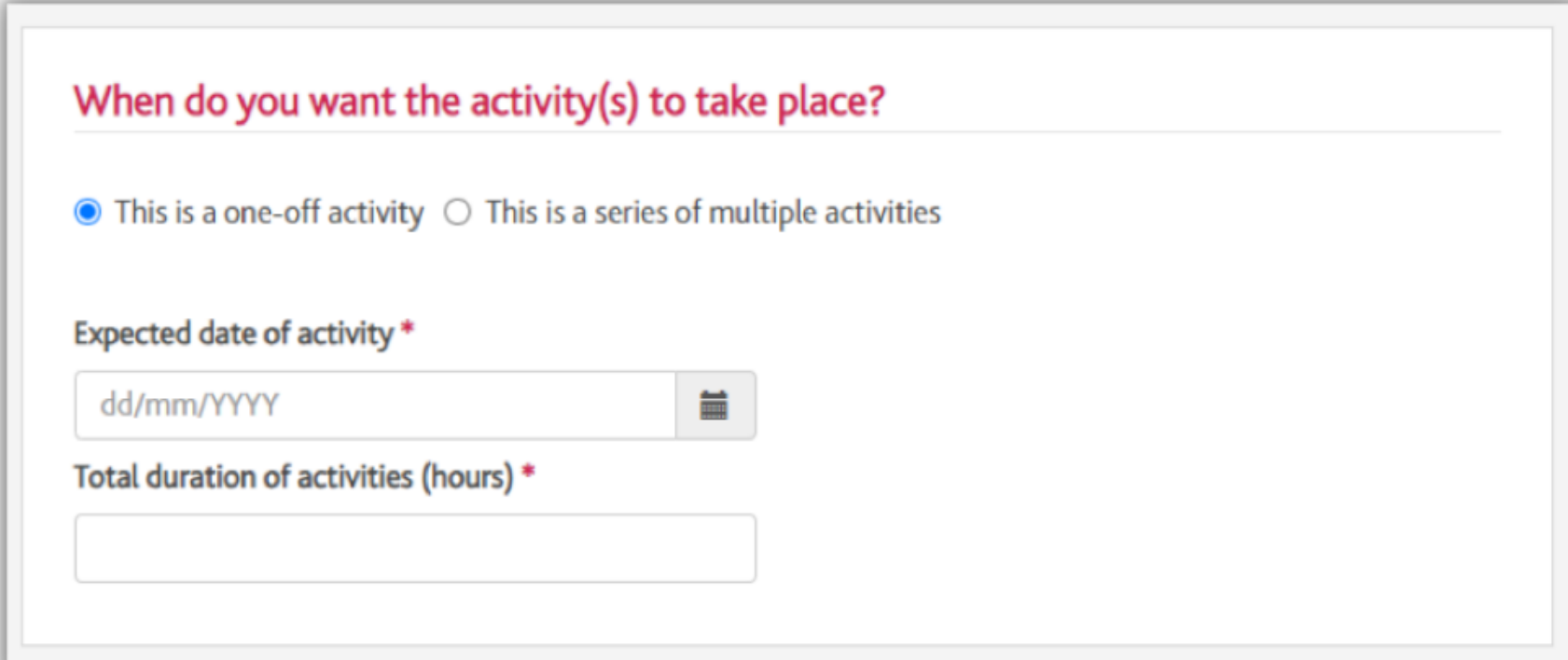
WHEN THE ACTIVITY WILL TAKE PLACE

Enter when you want the activity to take place

Select whether this will be a one-off activity, or if it will be a series of multiple activities.

Put in the expected date and the total duration (in hours) you want your activity to last.

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When do you want the activity(s) to take place?

⦿ This is a one-off activity ○ This is a series of multiple activities

Expected date of activity *

dd/mm/YYYY

Total duration of activities (hours) *

⟶

STEM AMBASSADOR REQUIREMENT
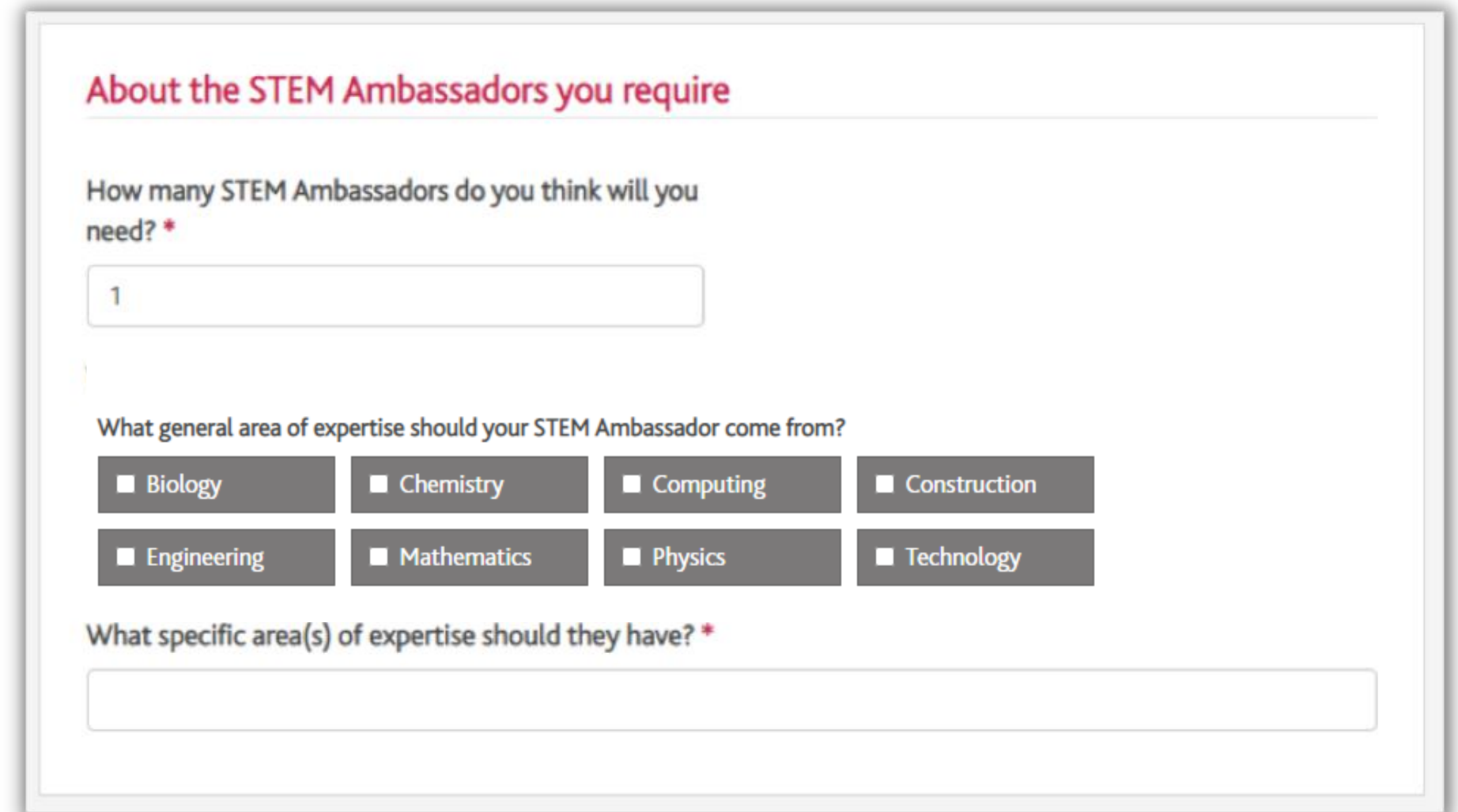
About the STEM Ambassadors you require

Enter how many STEM Ambassadors you think you are going to need.

Select the general area of expertise for the STEM Ambassador.

Click in the box for 'area of expertise' and type in the area they should have, for example, bricklaying.

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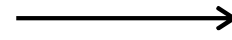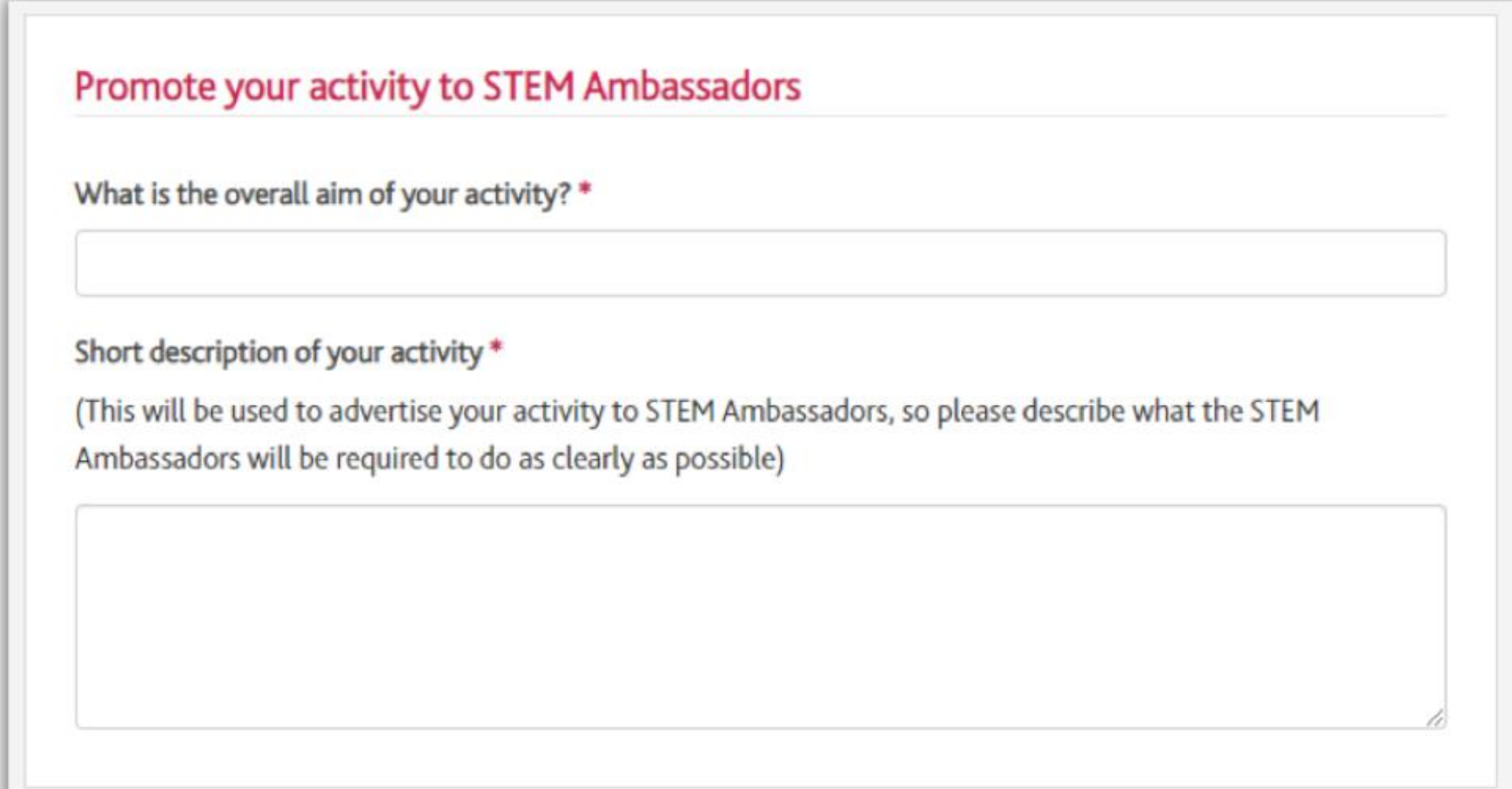
PROMOTE YOUR ACTIVITY

Promote your activity to STEM Ambassadors

Enter in the aim of your activity, plus give a description of what you require the STEM Ambassadors to do as part of your activity.

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Promote your activity to STEM Ambassadors

What is the overall aim of your activity? *

Short description of your activity *

(This will be used to advertise your activity to STEM Ambassadors, so please describe what the STEM Ambassadors will be required to do as clearly as possible)

MEASURING YOUR ACTIVITY

Measuring the impact of your activity

To help keep improving the programme, please select what outcomes you would like to achieve from this activity

Complete the following:
- Impact for young people

- Impact for you and your colleagues

- Wider impact

YOUR PAGE SHOULD LOOK LIKE THIS

Measuring the impact of your activity

Please help us help you; we'd like to know what outcomes you want to achieve from this activity. It also helps us improve the programme. After the activity we'll be in touch again to ask how things went.

Impact for young people *
(Tick all that apply)

☐ Engagement, interest, enjoyment in STEM subjects

☐ Attainment and progress in STEM subjects

☐ Learning what the workplace is like and developing employability skills

☐ Awareness and aspirations for STEM-related study and careers

☐ Building STEM identity e.g. by challenging stereotypes about STEM careers

Impact for you and your colleagues *
(Tick all that apply)

☐ Build our confidence and enthusiasm for STEM

☐ Ability to link (curriculum) learning with STEM careers and real-life contexts

☐ Support and enhance our passion for what we do

☐ Increase our knowledge of STEM subjects

Wider impact *
(Tick all that apply)

☐ Work with employers and Higher Education institutions to provide STEM encounters with young people

☐ Informed parents/carers about study options and job opportunities in STEM

☐ Building links across local community, including other schools and colleges

☐ Support other providers of youth activities and STEM enrichment (e.g. science museums, Scouts)
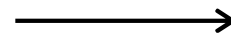
ADD YOUR ACTIVITY

Add your activity

At the bottom of the page, select 'Add this activity'.

Once a STEM Ambassador has expressed an interest in your activity you can offer them a place.

The STEM Ambassador will then accept your offer and you can click confirm, you will find this in your dashboard

Your request has been completed.
A STEM Ambassador will be in touch soon to confirm their attendance.

CONTACT US

Once you have completed the registration will have successfully signed up to request activities with Go Construct STEM Ambassadors.

If you need any further assistance, we are here to support you so please contact the team via the following email address:

For all general enquiries please contact
ca@citb.co.uk

Alternative email contacts:

Carla Tidd   Sameerah Marshall   Robbie Smith
Carla.tidd@citb.co.uk   Sameerah.marshall@citb.co.uk   Robertj.smith@citb.co.uk