

Brisbane Seniors OnLine Association Inc.

Office and City Training Centre: Level 2, 46 George Street, Brisbane

Mail: PO Box 13079, George Street Post Shop, Brisbane 4003



Application for Membership

MENTOR

Section 1: Please enter your details:

Title _____ Given Name _____ Surname _____

Address _____ Suburb _____

Post Code _____ Date of Birth (dd/mm/yyyy) ____/____/____ Male or Female (M/F) ____

Phone _____ Mobile _____ Best time to call _____

Email Address: _____

(please print clearly)

How did you hear about Brisbane Seniors OnLine? _____

Section 2: Please tell us about your computer experience

Can you train on Apple Mac? _____ Is this your preference? _____

Specific strengths and expertise: _____

Comments: _____

Section 3: Where will you teach?

(Please indicate your preferences)

Learner's Home BSOL city office 46 George Street Local Library Other _____

PLEASE SEE **MENTOR NOTES** (OVERLEAF) FOR MORE INFORMATION

I apply for membership of Brisbane Seniors OnLine. I agree to my personal details being entered on BSOL's database and used in accordance with BSOL's Privacy Policy. I agree to abide by Brisbane Seniors OnLine Code of Conduct.

Signed: _____

For Official Use Only

Reg No.: _____ Kit posted: _____ HUB Allocated to: _____

HC Advised _____ Officer: _____ Comments: _____

BRISBANE SENIORS ONLINE ASSOCIATION INC. (BSOL)

PO Box 13079, George St Post Office, Brisbane, 4003

Phone 3210 6983 email admin@bsol.asn.au website www.bsol.asn.au

MENTOR NOTES

Brisbane Seniors OnLine Association Inc is a not-for-profit organisation staffed by volunteers to provide Brisbane seniors with basic computer skills, the opportunity to extend these skills and to keep up to date with changing technology.

Mentors are required only to teach basic skills such as email, internet and security. Depending on your own knowledge and your assessment of the learner's ability, you may be able to cover additional topics.

Brisbane has been divided into a number of areas called hubs with each hub having its own coordinator. Our Hub Coordinators are responsible for matching the mentors and learners in their area, supporting their mentors, and generally managing their hubs.

We recognise that each mentor will have differing levels of computer knowledge and their own way of tutoring, which may affect the scope and order of training. There is an informal flexible guideline of 12 lessons. The learning period will continue until such time that, in your opinion, the learner's goals have been covered and the learner has had sufficient revision. At that time you should advise that the training will end and notify your Hub Coordinator so that you may commence training a new learner.

It is a requirement to attend a New Mentor training sessions or an alternate approved induction before the first learner is assigned. From time to time BSOL organises other training programs and workshops for mentors, and whilst we encourage mentors to attend, you are not required to do so – the choice is yours.

No Technical Advice, Installation, Set-Up etc

The BSOL charter does not include the provision of technical advice or assistance, installation of programs, set-up, configuration, reconfiguration, repairs, etc. For this reason, mentors are given no authority from BSOL to provide such services. Any technical advice or assistance, installation of programs, set-up, configuration, reconfiguration, repairs, etc. provided by a mentor is done in a private capacity and not on behalf of BSOL.

No Promotion of Suppliers/Providers or Products etc

Whilst mentors may give general advice as to the desired features to look for in a particular piece of equipment, BSOL does not endorse specific manufacturers or suppliers. Any recommendation provided by a mentor regarding a type, brand or particular supplier is therefore provided in a private capacity and not on behalf of BSOL. You should make your learner aware of this.

Insurance

BSOL as an incorporated association holds Public Liability Insurance to the value of \$10M. As well, we hold Volunteer Personal Accident Insurance which has an upper age limit of 85. This age limitation does not affect BSOL's Public Liability Insurance.

Privacy Policy and Code of Conduct

BSOL's Privacy Policy and Code of Conduct may be viewed on our website www.bsol.asn.au, and all members who join BSOL are required to sign an agreement that they will abide by these protocols.