



Eliminating barriers to postgraduate
research study in the West Midlands



BIRMINGHAM CITY
University

FIELDWORK DESIGN TEMPLATE

REVERSE MENTORING SCHEME
EXIT INTERVIEWS

THAT'S ME!

ELIMINATING BARRIERS TO
POSTGRADUATE RESEARCH STUDY
IN THE WEST MIDLANDS

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Research
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Name of Fieldwork Activity:

Reverse Mentoring Scheme Exit Interviews

Content of the Activity:

Research Statement (50-100 words): Summarise the fieldwork activity, including information about target groups. This will be used as part of promoting fieldwork. Please draft in appropriate terms.

We will be conducting Exit Interviews on the participants who took part in the initial Reverse Mentoring Programme at Birmingham City University. Their participation and feedback will inform the next iteration of, and recommendations for, the proposed Reverse Mentoring Programme at Birmingham City University.

Contribution to project outputs:

Output	Output description
3	Report on barriers (stand-alone and interrelated)
30	Reverse mentoring programme established at UoW and BCU
31	Report on the implementation of reverse mentoring as established practice in HE
34	Open educational resource created

Design:

Facilitation Plan: Describe the planned approach for facilitating the fieldwork, including a structure (e.g., introductions, question themes and prompts, role of the moderator and any physical or virtual prompts or stimuli to be used).

Interviews

We will invite all participants in the Reverse Mentoring Programme to take part in a 45min – 1 hour interview over Microsoft Teams. It will be framed as a discussion with some key topics. Interviews should not exceed 75 minutes. Interviews will use a guided narrative approach and may explore up to five key areas (see below) with 1, 4, and 5 being paramount.

The interview will commence with a request for additional verbal consent, a discussion about when and how the interviewer may prompt the participant, and notice that the interview will end with final comments by the participant. This will be followed by additional verbal consent to be recorded and transcribed and the recording will then begin. Recording will end at the completion of the interview and after the participant is satisfied that they have communicated what they hoped to in the time allotted.

Participants will be given the following topics before the interview and told to consider these as well as anything else they'd like to discuss regarding their experience.

1. Power dynamics during the mentorship
2. Personal reflections on the mentoring process
3. Internal changes in attitudes or perspectives
4. External actions or behaviors influenced by the mentoring
5. The scheme's impact on institutional effectiveness.

In addition to these broad topics, participants will be presented their induction documents: 1. an information booklet and 2. a set of slides outlining the goals and objectives of the project as well as each participant's role. These should provide ample context for the participants to focus their answers as well as the freedom to discuss anything they found important.

Support for participants will stay in place throughout, providing them with direct access to the Routes Through Action Research Team Members leading on the Reverse Mentoring Programme. This includes through email, chat, and a Mentor only Microsoft Teams Channel. Frequent check-ins with mentees in the case that staff or students need to talk about any issues or questions they have. The Mentors' Cooperative – outwith Birmingham City

Facilitation Plan continued:

University – Community of Practice continues to provide peer support for the process, but through feedback we have found that easy access to the research team was working well and provided postgraduate researchers ample support.

We will also offer the option of interviewing with a preferred person (SDM or MO), with both

Delivery Information:

Location: Specify the location(s) where the fieldwork will be conducted, including any details about the venue or facilities.

Microsoft Teams. All Interviews will take place on Teams for ease of transcription and for participant convenience. If participants would prefer an in-person interview, the team will arrange as requested.

Logistical Requirements: [List any logistical requirements for the fieldwork, such as equipment, seating arrangements, refreshments, creative resources etc.]

Access to a private room or home-based office. For in-person interviews we will need access to private rooms and an approved recording device.

Delivery team: Identify the members of the research team involved in delivery of the fieldwork, along with their roles and responsibilities.

Melisa Oleschuk (Postgraduate Researcher)

Dr Stephanie DeMarco

Budget: Provide an overview of the budget for the fieldwork, including any expenses related to participant compensation, materials, etc.

Participation vouchers in line with the project's budget protocol for Reverse Mentors.