



Job Description for the position of Summer Challenge Apprentice Tutor

Your job will be to co-facilitate UFA Summer Challenge activity alongside a Lead Tutor for the 'Secret' Summer Challenge to be held at Joseph Chamberlain College between 2-6th August 2010.

In order to carry out this role you will need to work alongside a Lead Tutor, other members of the learning team and the UFA Summer Challenge Coordinator to:

- ★ Plan the learning activities
- ★ Lead the learning activities for a group of up to 25 young people aged 11-14 yrs.
- ★ Evaluate the learning activities and report on your findings
- ★ Follow the policies and procedures of the UFA and JCC
- ★ Be accountable for your time and any resources allocated to your activity

You will be required to:

- ★ Attend a 2 day training course July 3rd - 4th and a planning day on 10th July (venue tbc)
- ★ Provide the necessary information and documentation to be CRB checked
- ★ Undertake any additional preparation in your own time
- ★ Attend each day of the Summer Challenge from 9.00am – 4.00pm.

Person Specification: your skills, knowledge and experience.

Essential things are:

- ★ You are aged 14 and above on September 1st 2009
- ★ You can work as part of a team and enjoy helping others
- ★ You are well organised and can meet deadlines

Desirable things are:

- ★ You have taken part in some UFA activity
- ★ You have some Peer Tutoring or Lead Learner experience (or similar)
- ★ You have a sense of humour!