

**Position** Senior Tutor

**Payment** As per contract

**Reporting to** Program Director

**Liaising with** AMT Executive Director, Program Manager

**Tasks**

The Senior Tutor will support the Program Director in the smooth running of the digIT ICT Summer School.

* Development of content and delivery of topics agreed in advance in designated tutorials, laboratory sessions and excursions during the summer and winter camps.
* Provide mentoring support for junior tutors
* Monitor students’ well-being and provide pastoral care where appropriate.
* Contribute to the program as required by the Program Director.
* Attend digIT events, functions and awards ceremonies where possible in home state.
* At all times use their best endeavours to support, promote, and serve the interests of the program.

**Responsibilities**

* Ensure that teaching activities are conducted to a high academic standard and supervise and train the junior tutor and volunteers.
* Observe Occupational Health and Safety guidelines and ensure that students do the same.
* Monitor students and be aware of both their academic progress and mental and physical wellbeing in conjunction with the Program Director.

**Notes**

* This position is a volunteer position which includes payment of $150 per day. This amount will be paid after the completion of each residential.
* We encourage tutors to commit to both residential camps:

Sunday 15 to Friday 20 January

Sunday 9 to Thursday 13 July (TBC – most likely these dates but may move to 3 to 6 July)

* For the December residential, accommodation will be onsite at UNSW/Macquarie Uni, even for staff residing in Sydney. Similarly if there is a change of location for the July residential, staff living local to the location will be required to stay onsite with the students.
* Contracts will be between the volunteer and the Australian Mathematics Trust (AMT)

**Essential skills and experience**

* Competence in at least one general purpose programming language (eg Python)
* Experience in solving algorithmic problems
* Experience in at least one practical application of ICT (eg Robotics, Web page design, 3-D printing)
* Some experience in teaching algorithmic thinking and/or programming
* Experience in leading a team
* Tutors will be required to obtain a Working with Children clearance relevant to their residential state. Travel, accommodation will be arranged and paid for by AMT.

**Desirable skills and experience**

* Competence in an additional programming language or area of ICT
* Experience in leading a team

For more information, please contact the Program Director Jan Honnens ([janh@amt.edu.au](mailto:janh@amt.edu.au)) or Executive Director of AMT Mike Clapper ([mikec@amt.edu.au](mailto:mikec@amt.edu.au))