

# Academic Project Lead

## Summer School Job Description 2022

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### ABOUT IMMERSE EDUCATION

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Immerse Education is a leading provider of academic programmes that take place in Cambridge, Oxford, London and online.

We welcome students aged 13-18 to study a wide variety of subjects, provide an introduction to advanced study and insight into university life. During our two-week residential programmes, participants live and study in colleges of Cambridge and Oxford University, or University of London and balance a challenging academic programme with an action-packed schedule of social and cultural activities.

Our online programmes are offered throughout the year and are delivered by expert tutors and leading academics using the most innovative online platforms.

Each year we welcome students from over 100 different countries and our programmes have been recognised by a number of awards and accrediting bodies including The Queen's Award for Enterprise, the British Accreditation Council, BETA and ROSPA.

### ROLE BACKGROUND

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We are seeking project leads who can facilitate high quality industry-focused project work with small groups of students aged 16-18. The main focus of this role is to deliver content that has been devised by industry leaders and subject experts, facilitating students' research and practical work towards a final presentation at the end of two weeks. This is an invaluable role on the programme, as you will bridge the gap between different aspects from workshops to site visits.

As a project lead, you'll not only be experienced in your field but also have a passion for bringing your expertise into the classroom in a fun and engaging manner.

You will need to be able to deliver project-based sessions that achieve the programme's learning outcomes while providing a memorable experience for your students. For groups, the maximum class size is 10.

### RESPONSIBILITIES

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- Deliver provided project content in an engaging and productive manner
- Align project content with industry trips and workshops, reviewing practical experiences with students in relation to the progression of their project
- Deliver constructive personal career feedback through 1:1 coaching sessions with students (training provided)
- Maintain accurate records of student attendance throughout the programme
- Provide detailed, productive written feedback and suggestions for further development for each student after the programme

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### ESSENTIAL REQUIREMENTS

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- Undergraduate degree or equivalent in a specific subject area offered by Career Insights
- Experience in offering guidance, support and facilitating learning with young students aged 16-18
- Commitment to supporting students progress on their programme of study
- Ability to create a productive environment for students, bridging the gap between academic learning, practical workshops, skill-building sessions and guest lectures

### DESIRABLE

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- Relevant experience of teaching or leading sessions with 16-18 year olds
- Professional experience in chosen subject area
- Experience leading school study trips/ excursions
- Familiarity with the city of London

### PERSONAL QUALITIES

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- A passion for teaching and conveying your own enthusiasm for a subject
- An interest in opening up career opportunities for young students
- Ability to create a positive, safe environment in which students of all backgrounds and abilities can thrive
- Organised, efficient and flexible, and able to work in a busy and fast-paced environment
- Adaptability, integrity, enthusiasm, sense of humour and patience
- Be pleasant mannered and personable with a professional demeanour
- Be flexible in the content delivered during lessons, reacting to the ability and interests of an individual/individuals in the class
- Confident leading study trips and chaperoning students across London to industry workshops

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### AVAILABILITY

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Our programmes will take place from 3 July 2022 - 30 July 2022. We are looking for candidates who are able ideally to work for the duration of our Career Insights programme.

You will be asked about your availability during the application process.

### SUBJECTS OFFERED

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	Ages 16-18
Business Management	✓
Engineering	✓
Law	✓
Medicine	✓

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### APPLICATION PROCESS

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1. Please complete the online application form which will require you to attach your CV.
2. Long-listed applicants will be invited to a short telephone interview.
3. Short-listed applicants will then be invited to an interview via webcam, in which they must deliver a short demonstration lesson.
4. Successful candidates will undergo an enhanced DBS check and must provide a copy of their identification (e.g. passport, driving lessons) for our records.

Any personal data you submit as part of your application will be kept securely in compliance with GDPR regulations.



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