

<b>Position</b>	Senior Tutor
<b>Payment</b>	As per contract
<b>Reporting to</b>	Program Director
<b>Liaising with</b>	AMT Executive Director, Program Manager

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### **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))