



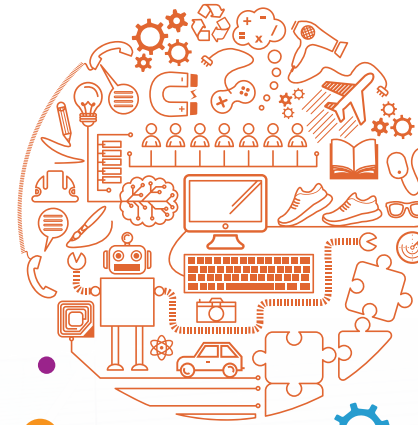
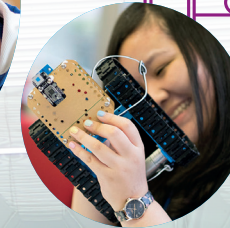
Residential Course Supervisor Application Pack

Who are The Smallpeice Trust?



The Smallpeice Trust are an Educational Charity who aim to inspire young people to pursue a career in Science and Engineering. We do this through providing workshops in schools (known as STEM Days), providing lesson plans and materials to schools for extra-curricular clubs (known as Think Kits) and through Residential Courses.

We run over 50 Residential Courses a year at locations all around the UK, from Strathclyde to Southampton. These courses are for students in Years 8 - 12 and each focus on a different interest area. For example, a Year 9 student may attend one of our Engineering Experience courses where they will get the chance to work on a number of projects with staff from companies such as Aston Martin, Jaguar Landrover and Transport for London, to name a few. As the students get older the courses focus on more specific subjects, for example a Year 12 student may attend our Mobile Robotics, Forensic Investigation or Naval Architecture course.



What role does a Supervisor play?

We are looking for Supervisors to assist on our Residential Courses. Working alongside two members of Staff from The Smallpeice Trust, you will play a vital role in ensuring the students get the most out of the course, having learnt new skills and made like-minded friends.

You will join us from the start to the end of the course which typically last between 3 and 5 days. This means you will stay on site with the students in University halls and have all meals provided. During the day you will be allocated a team to Supervise and will be responsible for ensuring they are all safe, participating in activities, being inclusive and most importantly that they are enjoying themselves! During the evening you will join the students in their evening activities, which can include bowling, quiz nights, discos and DVD nights.

This sounds great, but I don't have any experience in STEM or working with young people!

Whilst a background in Science, Engineering or working with young people is great, it isn't a requirement.

There will be two members of Staff available at all times during the course who are ultimately responsible for the safe and effective running of the course, so there will always be someone to ask for advice if you're unsure.

What are the benefits?

Whilst our Residential Course Supervisors are all volunteers, we do cover all expenses, provide food and drink during the course and give you a daily allowance.

THE BENEFITS WE OFFER INCLUDE:

£75 per day credited to a Spree Gift Mastercard

Your card is accepted anywhere you see the MasterCard Acceptance Mark, which is at over 32 million retailers worldwide. It's just the same as using any other MasterCard debit card.



Full board accommodation at the course venue provided



Travel expenses reimbursed



Flexible work during the Easter break and from June to August.

Choose which weeks you are available to work and how many courses you would like to attend



Network with professionals and academics



Expand your CV with experience of working with young people in an extra-curricular setting, residential supervision and working with adults and students from a range of backgrounds



And above all, have a fun, worthwhile and enjoyable experience!



What will I be doing during the day?

Monitoring/Supervision of Students

Daytime Activities

During the day you will be allocated a group of students who will be your team for the week. You will be expected to provide guidance and support to the students as well as encourage full participation. This could include helping the students to understand and plan the task set to them, ensuring they are using equipment safely, or doing a head count to make sure they're all where they should be. You will also be asked to complete a simple one-page monitoring form for each student which they can request after the course. This rates qualities such as their teamwork skills, communication skills and personal qualities you have seen throughout the course. The Smallpeice Trust staff are able to help you with this if you are unsure what to write.

Evening Activities

In the evening students have social activities which are planned and organised by The Smallpeice Trust. These can include bowling, quiz nights, DVD nights, sports nights and formal dinners. Supervisors are welcome to participate in the evening activities if they wish, but are expected to continue to be responsible for their teams throughout.

What will I be doing at night?

Night time Supervision

Supervisors are expected to stay on the course overnight at all residential courses. We stay in University accommodation so all Students, Staff and Supervisors will have their own room and either an en suite or shared bathroom.

Staff and Supervisors will be sharing a flat with a number of students of the same gender and will be asked to register them before bed and to make sure they are all awake and ready in time for breakfast in the morning. You may have between 4 and 12 students to register depend-ing on the size of the course.

All Staff and Supervisors are asked to put a sign on their door to show that a student can knock if they have any issues. You will have phone numbers for both members of staff who are available 24/7 should you encounter a problem with a student overnight.

Safety of the students is paramount and it is the responsibility of Supervisors and The Smallpeice Trust staff to evacuate students in the event of a fire.



Be part of developing
our next generation
of engineers

How can I apply?

Please send your CV and completed application form to:

Gurpreet Sahunta

The Smallpeice Trust
74 Upper Holly Walk
Leamington Spa
CV32 4JL

or via email to Gurpreets@smallpeicetrust.org.uk

We have vacancies throughout the UK with various start dates, mostly during Easter and Summer.

If you would like more information, feel free to give us a call on
01926 333200

