

# PC3 Coaching Ambassadors Project

October 26th 2011 to May 26th 2012 total of 60 hours (average 8 hours per month)

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## Job Description

Personalised curriculum creation through coaching (PC3) project is looking at how coaching principles and techniques can personalise the curriculum for students. This mini project aims to give us feedback and insights from students as to how this might work and what the potential benefits might be. We are looking for an enthusiastic team (up to 6 students) to consider their own coaching experiences and develop and implement a pilot plan on how to promote coaching and its benefits to fellow students.

Successful applicants will work as a self-organised project team from November 2011 to May 2012 on developing and implementing activities to engage fellow students. The outcomes of this project will be presented by the team at the PC3 conference in late May.

You must be able to commit to all the training and feedback sessions as well as a fortnightly 30-minute reflection (12 in total) on your thoughts, and ideas. A framework of questions will be provided to facilitate this process.

## Mandatory Dates

All Training will be held on Wednesdays from 1pm-3pm @ Headingley campus:

- 2<sup>nd</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup> November

All Feedback sessions will be held on Wednesdays from 1pm-3pm @ Headingley campus

- 26<sup>th</sup> October 2011
- 1<sup>st</sup> February 2012
- 28<sup>th</sup> March 2012
- 2<sup>nd</sup> May 2012

The conference will be a single day event held between 14th and 25th May 2012 excluding weekends and is yet to be confirmed.

## Person Specification

### Ambassador duties

- Contribute to the development and implementation of a plan of action for promoting coaching to fellow students
- Promote coaching to fellow students
- Keep a fortnightly record of thoughts and reflections
- Attend and engage in training and feedback sessions

- Contribute to and attend a presentation of the outcomes of the project at the PC3 coaching conference

### Desirables

- Excellent team working and self-organisation skills
- Good communication skills both face-to-face and via technology
- Self-confidence to put forward and discuss ideas
- Enthusiasm about coaching and ability to project this to fellow students
- An interest in social networking and other technologies would be beneficial

### Application process

Please apply online at: <http://www.surveymonkey.com/s/YMPK7J2>

If you need more information please contact Dawn Wood (d.a.wood@leedsmet.ac.uk) project research officer

Completed applications should be submitted **no later than 12pm (noon) on Friday 7<sup>th</sup> October**. Any applications submitted after this time will not be accepted. You do not need to send in or include a copy of your CV with your application.

If you would prefer to complete the application form by hand, hardcopy application forms can be arranged, although online applications are preferred

If you are invited for an interview you will be notified no later than Friday 11<sup>th</sup> October. Due to the large number of applications we receive, unfortunately we are unable to notify unsuccessful applicants. If you would like to receive feedback regarding your application, please contact Dawn Wood

Successful applicants will be invited for **interview on Monday 17<sup>th</sup> October**. Interviews will be held via Skype online audio conferencing. A room and computer will be made available @ Headingley campus for interviewees. Please request this on your application form.

Successful applicants will be notified no later than Tuesday 18<sup>th</sup> October via email.

It is the applicant's responsibility to complete and comply with all Jobshop requirements. You **NEED** to register (or check previously registered details) with them between 18<sup>th</sup> and 24<sup>th</sup> October.

### Pay rates and hours

The rate of pay is £7.74 per hour (which includes holiday pay) and you will be paid monthly.

The project will pay for 60 hours of work over a 7-month period, which includes training, feedback sessions, conference attendance and fortnightly reflections. Applicants will be expected to manage the remaining time effectively.