PASS Leader

Semester 1, 2017

We are now receiving applications for the following positions:

- ENGR20004/ENGR10003 - Engineering Mechanics/ESD 2: PASS Leader
- ENGR30002 – Fluid Mechanics: PASS Leader

Applicants who lead PASS sessions in ENGR20004 in Semester 1 should be available to lead PASS sessions in ENGR10003 in Semester 2.

PASS

Peer Assisted Study Sessions (PASS) is an established international program that aims at helping students develop their learning skills and subject understanding. Sessions are held weekly where small groups of students (up to 12) meet to review the material covered in a subject. These groups are led by a senior student who is there to guide them towards how they can solve their problems by themselves. No new material is presented in these groups and the leader is not there to give answers or to teach. These sessions are optional for students and run for one hour, typically from week 2 to the end of semester.

Leaders

A PASS leader will run three sessions, attend two lectures (on different days) and participate in one preparation meeting a week. Preparing for a session will typically include preparing activities and other material. There will also be administration such as recording attendance. A strong understanding of the course material is essential, and leaders will have access to the subject LMS.

Leader training is for 1 day, currently expected to be in the week of February 20-25. Attendance is essential, but there may be flexibility in the date.

Leaders are typically required to work least 6 hours a week.

Requirements

Applicants must meet the following criteria:

1. You must have recently completed the subject(s) you are interested in being a leader for.
2. You must have good interpersonal skills.
3. You must have an interest in good teaching.
4. You must have demonstrated strong academic performance.
5. You must be available for the entire Semester 1 and 2 teaching periods.
6. You must be professional, proactive and able to work independently.

The following criteria are highly desirable in applicants:

1. Prior experience with PASS.
2. Ability to continue in the role for 2 or more years.
3. A Melbourne University academic staff member referee. (This doesn't have to be a written reference, but the staff member must have agreed to be available as your reference.)

Provisional lecture times can be found at: https://sws.unimelb.edu.au/2017/

How to Apply:

1. You must complete the online application form. (https://www.surveymonkey.com/r/PXTJ9XJ)
2. You must submit a resume (max. 3 pages).
3. You must submit a copy of your statement of results.

Please send your resume and academic transcript as a single PDF to elu-info@unimelb.edu.au with “PASS Leader Application 2017 Sem 1” as the subject. The PDF should be no larger than 2MB.

Submissions close Wednesday January 31. Interviews will be held in early February.

If you have any questions please contact elu-info@unimelb.edu.au.