



LSE is committed to building a diverse, equitable and truly inclusive university

Widening Participation – Academic Registrar’s Division

LSE Team Up Tutor

Team Up Tutors are placed on the first step of the LSE hourly-paid salary scales. This is currently set at £14.29 an hour which includes holiday pay. This is inclusive of London allowance.

This is a fixed term appointment from December to April 2023 to cover the duration of paid training and the tutoring sessions.

The Widening Participation team, based in the Academic Registrar’s Division, leads our efforts to widen access to LSE for UK Undergraduate students from under-represented groups and supports the attainment and progression to HE for hundreds of young people each year. The team, comprising 13 staff, leads on the delivery of key elements of the School’s outreach and widening access strategy, as set out in our Access and Participation Plan.

Tutoring Programme

Widening Participation has run a tutoring programme across London schools/colleges for several years. In 2022/23, for the third year, we are collaborating with [Team Up](#), an education charity, which “works to reduce the widening attainment gap in education by helping underachieving underrepresented pupils double their expected progress and improve their future prospects”.

Tutors will travel to one of our London partner schools, to provide small group tutoring, under the supervision of teachers. Our two partner schools are located in either the Borough of Westminster or the Borough of Barking and Dagenham.

The project has several important aims:

1. To help raise Year 10 and Year 11 students’ attainment in Maths and provide contact time with current university students
2. To raise students’ confidence and encourage them to consider higher education when they leave secondary school or college
3. To enable university students to gain important work experience and serve local communities

To give university students the opportunity to develop transferable skills, such as communication, organisational and problem-solving

Candidates should have a maths A-Level or equivalent and currently be studying a degree subject with a mathematical element.



Candidates should have:

- A Good general knowledge of UK education and widening participation issues
- Previous experience working with children and/or young people.
- A good understanding of potential barriers faced by young people with regards to access to Higher Education

This position will be subject to an enhanced Disclosure and Barring Service (DBS) check with children's barred list. Any offer of employment made is conditional on receipt of a satisfactory DBS check.

For further information about the post, please see the [job description](#) and the [person specification](#).

To apply for this post, please go to lseportal.force.com/participate you have any technical queries with applying on the online system, please use contact widening.participation@lse.ac.uk. Should you have any queries about the role, please email ard.tutors@lse.ac.uk.

The closing date for receipt of applications is Sunday 23rd October 2022 (23.59 UK time). Regrettably, we are unable to accept any late applications.

Contractual Commitments

Tutors are expected to commit to all training delivered by LSE / Team Up and the preparation and delivery of all 10 **in person** tutoring sessions.

Training: In person training held in December 2022

Start date for Tutoring: w/c 16 January 2023

End date for Tutoring: w/c 27 March 2023

Day & Time: Tuesdays 4-5.30pm OR Wednesdays 3-4.30pm.

International Students on a Tier 4 study visa should ensure that they are not working more than the maximum number of hours as detailed on their visa during term time.

Application and Recruitment Process

Applications are made online via our website. They will open on Monday 3 October 2022 and close on Sunday 23 October 2023 at 23:59.

Interviews will be conducted by Team Up the week commencing Monday 31 October.

If you are successful following the interview, you will be required to complete a compulsory NSPCC training module and complete a series of online training modules through Team Up and attend a paid compulsory training session in December 2022 – date TBC.

LSE (WP) Child Protection Policy and Disclosure and Barring Service

All applicants should be aware that successful applicants to the post will be required to complete an enhanced DBS clearance, including a check as to whether the applicant is barred from working with children.



This will be completed and paid for by the LSE Widening Participation Team.

LSE undertakes to discuss any matter revealed on a DBS certificate with the individual seeking the position before withdrawing or amending a conditional offer of employment. Having a criminal record will not necessarily bar an individual from working with LSE, depending upon the nature of the position sought as well as the circumstances of the revealed offence.

More information on this check can be found online at <https://www.gov.uk/disclosure-barring-service-check/overview>

Salary

Team Up Tutors are placed on the first step of the LSE hourly-paid salary scales. This is currently set at £14.29 an hour which includes holiday pay.

You will be paid for 2.5 hours each week (1 hour preparation and 1.5 hour delivery) plus your attendance at training.

You will be fully reimbursed for your travel expenses to a school in either the Borough of Westminster or the Borough of Barking and Dagenham.