

Group Leader

Universify Education is looking for **enthusiastic students or recent graduates** who are passionate about university to act as Group Leaders to students in Year 10/11. We work with students from non-selective state schools, helping to boost their attainment and aspirations on **our year-long programme**.

IS THIS THE RIGHT VOLUNTEERING ROLE FOR ME?

We are looking for volunteers who share our vision of educational equality. Our Group Leaders must be energetic, committed and enthusiastic people who have **experience of leading a team and working with young people**. Group Leaders lead groups of 20 students with the help of a Course Director.

WHAT DOES VOLUNTEERING WITH UNIVERSIFY INVOLVE?

Our year-long programme consists of 2 residentials and monthly 1-2-1 coaching sessions. As a volunteer, you will work as part of a team to ensure the smooth running of both the Summer and Spring residentials as well as provide your coachee(s) with 1 hour coaching sessions each month.

		
<p>A week-long summer residential</p> <p>During this residential you will support students to take part in the following:</p> <p>Taster sessions in a range of subjects such as English, Philosophy, Psychology, Environmental Law, etc.</p> <p>Activities such as group work, museum trips, punting, scavenger hunt, quizzes and movie nights etc.</p>	<p>3-day GCSE spring residential</p> <p>During this residential you will support students to take part in the following:</p> <p>GCSE revision sessions in a range of subjects such as English, Maths, Science.</p> <p>Activities and social evening events such as Dragons Den and games night.</p>	<p>Monthly 1-2-1 Coaching Sessions</p> <p>During these sessions you will:</p> <p>Empower students through this helping relationship, using skills like active listening.</p> <p>Support students to set and achieve their personal academic goals by being a reliable and consistent role model.</p>

WHAT IS YOUR ROLE AND RESPONSIBILITIES?

As a Group Leader you will be responsible for a group of 20 students and manage a team of Volunteer Coaches on our two residential courses.

- Managing a group of volunteers:** You will be responsible for ensuring **your team is efficient and works well together**. You will also be there to make sure your volunteer team **feels supported and pass on any concerns to your Course Director and the Head Office**. To ensure that everyone has a role to play and **knows what they're doing for each activity**.
- Managing a group of students:** Your main role when it comes to students is to **look after their welfare and be aware of any safeguarding issues**. This requires you to be **knowledgeable of any medical conditions** your students may have, and **communicate with your volunteer team** effectively so you are aware of any student welfare concerns that need to be monitored and raised. You will also be responsible for **student discipline and making sure your team is all on the same page** when it comes to the rules and regulations.

- **Supporting the Course Director:** This role requires you to **work closely with the Course Director** as you will be their main point of contact. This means you may be required to **help with pre-course admin** (creating rota's, planning out how activities will be run, timings etc.), you will be responsible for **passing on any important information to your volunteer team**, and **attending meetings with the course coordinator** to ensure you have all the relevant information needed to ensure all activities run smoothly.

WHAT SKILLS WILL I LEARN?

Being a Group Leader will challenge you to think on your feet, act as a consistent role-model for young people, and manage a small team of volunteers.

You will receive **specialist training in coaching, mentoring and child safeguarding** and receive coaching support on the residential courses and throughout the year.

In addition to the skills and experience you will gain through the programme, **we run an opt-in full-year training programme to further improve your employability skills.**

PRACTICAL DETAILS

- **Voluntary:** we will cover course-related expenses and travel to and from residential (within the UK)
- **Accommodation:** on residential, we will provide some accommodation. Priority goes to Course Directors, Group Leaders and people coming from outside Oxford and Cambridge
- **Meals:** all meals are provided at the partner college during the residential courses

APPLY

Please complete our [application form](#) as soon as possible. Successful applicants will be invited to an interview. Places will be filled on a rolling basis.

ABOUT US

Universify Education exists to further educational equality. Our vision is a diverse and inclusive higher education system, tackling the under-representation of students from disadvantaged backgrounds in the UK's top universities.

Universify Education is committed to safeguarding and protecting children. We check references and undertake enhanced Disclosure and Barring Service (DBS) checks to ensure all staff are suitable to work with children.

Please note that all personal information submitted via our application form will be treated in accordance with our [data protection policy](#).

We want all our volunteers to feel supported and listened to. We are always happy to discuss any adjustments to the application process or role that you may require. For more information, please email info@universifyeducation.com



I think one of the great strengths of the course is the mix of activities the students receive: from academic sessions delivered by professionals in their field and one-on-one coaching; to museum trips; to fun activities and teamworking challenges organised by the volunteers. By the end of the summer course they've met new people, had new experiences, and made friends for life- all while learning about higher education in a safe and open environment. Being a Group Leader on the course, I have learned a lot of skills that I will take forward with me as I continue my degree and my work in access with the university, which Universify was my first introduction to.



Alex, Group Leader