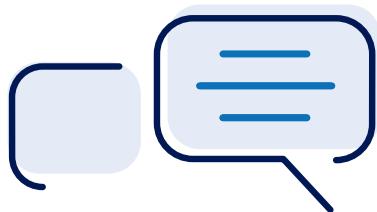


Activity Card

Provide academic skills advice, mentoring and guidance beyond that provided by Subject Tutors in College



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Activity Card

Offer one-to-one booked mentoring/ tutorial appointments



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Activity Card

Offer one-to-one drop-in sessions



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Activity Card

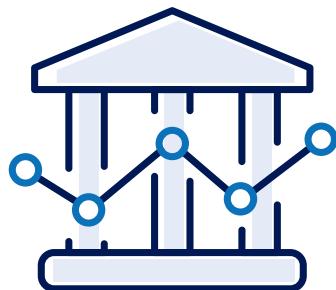
Facilitate group study or writing sessions



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Activity Card

Liaise with other College and University services to ensure provision is joined up



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Activity Card

Contribute to evaluation of academic skills provision



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Activity Card

Facilitate workshops
(eg as part of induction or academic skills programmes)



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Activity Card

Design and deliver small group tuition, workshops and talks as part of induction or academic skills programmes



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Activity Card

Contribute to promoting the mentoring scheme



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Activity Card

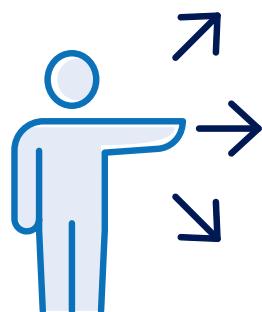
Contribute to the design and creation of publicity strategies and promotional materials



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Activity Card

Signpost to appropriate sources of support



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Activity Card

Schedule appointments with students



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Activity Card

Keep records of student appointments and gather feedback as required



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Activity Card

Maintain up-to-date knowledge and awareness of best practice



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Activity Card

Lead and coordinate the development of programmes of skills provision and activities



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