



Year 3 Academic & Personal Tutor Job Opportunity

Company:	BCNH College of Nutrition & Health
Location:	Finchley Road, London NW3 5HT
Position type:	part-time (flexible hours, remote working)
Minimum Qualification:	BSc or MSc in Nutrition / Nutritional Therapy
Post available:	from 19 th September 2020

BCNH is one of the leading Nutritional Therapy colleges in the UK, delivering Level 6 Diploma courses in Nutrition & Lifestyle Medicine (in academic partnership with the University of Greenwich - UG).

As a Year 3 Academic & Personal Tutor, you will be the main point of contact for Year 3 students, responsible for supporting students through their studies and marking assignments.

The role is part-time, working from home, with varying hours required at different times (e.g. more hours will be required around assignment deadlines, for support and marking, than at other times).

The role reports to the Year 3 Programme Leader.

Main responsibilities:

Your role will include performing the following tasks to a high quality:-

- Responding to student queries on Moodle forums
- Providing academic and pastoral support to students via Skype / Zoom
- Carrying out regular progress meetings with students via Skype / Zoom
- Grading and providing written feedback on all Year 3 summative assessments, in accordance with University of Greenwich grading criteria
- Attending Academic Board meetings at least annually (participation may be via Skype / Zoom)

Essential criteria:

- Fluent written and spoken English
- BSc or higher qualification in nutritional therapy or related sciences
- A teaching qualification, or experience in teaching / tutoring
- Strong technical knowledge / understanding of nutrition
- Strong knowledge / understanding of academic skills, including critical evaluation of research
- Excellent work ethics, including reliability and responsibility
- Have a professional, caring, empathetic personality

Desirable criteria:

- Keen interest in teaching and researching
- Must be a team player

Remuneration:

- Academic Tutors are hired on a self-employed basis and paid per piece of work carried out - e.g. £12 per max. 45- minute Skype call with a student, £40 per marked essay (2,500 words).

How to apply:

Please send your CV with photo and cover letter to Education, Beverley Shergold, at beverley@bcnh.co.uk

Application deadline: 1st September 2020