

# humanutopia Apprentice Course Facilitator



<b>Description of the job</b>	<b>Role and the specific area to which the job relates.</b>  <b>Key responsibilities</b> <b>Who you will interact with on a day to day basis</b>	<b>Course Facilitator</b>  The candidates will be line managed by Steve Bicket and Lauren McCormack who are our current Facilitator Team Leaders. The successful applicants will learn the role of Team Facilitator which entails travelling the UK and co-delivering the full range of humanutopia courses to students of all ages in schools and institutions of all kinds.
<b>Working Week</b>	<b>Working days to include:</b>	35hr working week Monday & Friday: 8:30am – 4:30pm Tuesday – Thursday: 7:30am – 3:30pm
<b>Future Prospects</b>	<b>Is this likely to be a permanent job for the right person ?</b>  <b>Where/what can you progress to ?</b>	There is a strong possibility that a successful apprenticeship will lead to a permanent job.  It is likely that a successful apprenticeship will lead to the candidate becoming a Team Leader responsible for the training and development of future apprentices and leading their own courses in their own partner schools.
<b>Skills Required</b>	<b>Skills and qualities absolutely necessary for a successful apprenticeship.</b>	Excellent communication skills; Public speaking; ICT skills – Excel, Word, Powerpoint, Keynote; all Apple products; Desire to learn; Strong work ethic; Punctual; Good attendance; Team player; Well organised; Good time manager; Happy and positive disposition; Keen and quick to learn; Use your own initiative; Responsible and trustworthy;

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<b>Important other information</b>	<b>Travel ?</b>  <b>DBS required?</b>  <b>Possible professional development courses</b>	<p>The candidate will be required to travel with our teams across the country to many different towns and schools. All travel and accommodation expenses will be paid for by humanutopia.</p> <p>The candidates will work within a structure of daily, weekly and monthly routines and follow a comprehensive apprenticeship framework of Learning &amp; Development, which will progress to NVQ level 3 and beyond. There will be further opportunities for continuing professional development.</p> <p>A full DBS check will be required.</p> <p>The candidate will be required to participate in our own personal development programme with other team members.</p>
<b>Salary</b>	<b>What is the pay structure?</b>	<p>Year 1 starting salary is £10K per annum rising to £12.5K in Year 2 and £15K in Year 3 in line with successful annual appraisals. Once the apprenticeship has been successfully completed the candidate will progress on to a higher pay scale.</p>
<b>Reality Check</b>	<b>Highs and Lows of the job</b>	<p>This is a dynamic job which brings many rewards, fulfilment and personal satisfaction and it is an exciting and well established company, however there are long periods away from home, long journeys and two/three nights away on hotels each week.</p>
<b>Is this for you?</b>	<b>Check why you think you would be suitable for this job</b>	<p>Are you an ambitious young person with a desire to grow and learn more?</p> <p>Do you really want to make a difference in the world?</p> <p>Do you have a passion for helping other people?</p> <p>What unique qualities and attributes would you be bringing to our company?</p>