



ACADEMIC PERSONAL TRAINING



Academic Personal Trainer Job Description 2017

Our Vision

A Team Tuition aims to become the largest educational entity within Australia by 2025. The company aims to integrate its modernised academic strategy programs into not only our own form of education (Academic Personal Training), but also into schools and universities within Australia. The goal is to lift Australia's educational system to one day be recognised as one of the greatest education systems in the world.

Our Mission and Core Values

"Maximising Potential: A Team Tuition's elite squad of teachers are driven by the passion to teach students not only the secrets to academic success but to maximise their potential in all aspects of life. This is done by not only helping them with course material, but also by motivating and teaching them how to study for themselves. This will allow them to develop independence and take responsibility for their own endeavours. These teaching principles set A Team Tuition up to be the leading educational company in the Gold Coast and Brisbane areas. We teach students to teach themselves, rather than simply teaching the subject material; in essence, Maximising their Potential. We create A students."



ANALYSE



INSPIRE

TRANSFORM



TEACH



MENTOR

Purpose of Role

Successful, independent students are not these wonderful, esoteric, elusive, talented people that only the special among us become. It is actually very simple, it comes down to how badly they desire to succeed, how much time and effort they are willing to invest into developing into the optimal holistic student and what level of Academic Independence and Strategy they recruit. It is our philosophy that any student, anywhere, in any subject can achieve an A grade with the right mindset, academic strategy, mentoring and nurturing.

The purpose of an A Team Tuition Academic Personal Trainer is to analyse, teach, inspire, mentor and transform students into successful, independent students. A Team Tuition are the founders of Academic Personal Training and by joining our movement you will change students' lives.

Responsibilities and Duties

1. Analysing Students and their Situation

-  Enter students' household and analyse their current status and progression.
-  Utilise and customise the A Team Tuition Creating A Students (CAS) Program for each individual student to suit their own personal needs and goals.
-  Provide continual analysis of their students' progression and further interventions where necessary utilising the CAS program.

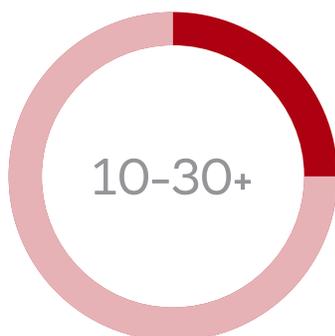
Responsibilities and Duties

2. Inspiring Students

-  Inspire change and motivation to achieve academic excellence within all students.
-  Lead by example with all students as mentors and role models.
-  Devote, when necessary an Academic Personal Trainer's (APT) own personal time to cater for all student needs in the pursuit of academic excellence.

3. Teaching/Tutoring Students

-  Ensure all students completely understand all content taught in sessions.
-  Ensure a student does not leave a session dissatisfied with the teaching service.
-  Utilise innovative methodologies with students to further tailor individualistic teaching methods to target student learning styles and needs.



Hours of Tutoring Work Each Week

Responsibilities and Duties

4. Mentoring Students

-  Develop an intricate relationship with the student to ensure their success.
-  Ensure all students' needs are of the Academic Personal Trainer's highest priority.
-  Understand that a student's progress is the Academic Personal Trainer's responsibility.
-  Reflect personal character development with all students.
-  Address client issues by integrating A Team Tuition's management interventions in the benefit of their own reputation alongside the business.
-  Maintain confidentiality and privacy.

5. Transforming Students

-  Ensure all student progression is appropriately monitored through the CAS program and management.
-  Ensure all parents are kept up to date with their child's progress in accordance with the CAS Program.

Responsibilities and Duties

6. General Duties

-  Ensure own transport to all sessions.
-  Ensure all student bookings are kept up to date.
-  Attend quarterly company team conferences.
-  Maintain weekly communication and training with the company.
-  Participate in any further training as requested by management.
-  Collect and inform management of all student grades each term.

Skills and Character Profile

Skills

- Excellent interpersonal and social skills.
- Ability to motivate and inspire students.
- Excellent oral and written communication skills.
- Excellent understanding of allocated teaching subjects.
- Excellent ability to learn and undertake new knowledge or foreign forms of knowledge.
- Ability to adapt to a wide array of personalities and learning styles.

Skills and Character Profile

Skills Continued

- Ability to place themselves in a student's frame of mind and understand their individual needs.
- Ability to acknowledge differences between student learning styles.
- Ability to work in a team environment with management, teacher feedback, parents and students.
- Ability to sell and efficiently re-book clients.
- Ability to adopt company technology, systems and protocols.

Character Profile

- Passionate about transforming students' lives.
- Integrity, humility and a positive outlook.
- Realistic and confident.
- Agile and responsive to change.
- Hardworking and self-motivated. Determined to help their students reach their optimal performance level.
- Exceptional ability to empathise.
- Appreciates the value of A Team Tuition's programs and conscientiously follows them and encourages the purchase of additional products and resources to aid in their own academic personal training sessions.

Role Structure and Details

Remuneration and Commitment

- ✔ Varied depending upon the Academic Personal Trainers Ranking Level within the company.
- ✔ A commitment of 10 hours or more is needed for this role.
- ✔ At least one year commitment to the role to ensure a lengthy enough amount of time to develop rapport with clientele and have a significant effect on their academic performance.

Accountability and Reporting

The following stakeholders will have input into your position throughout various stage of the year:

- Founder
- Queensland Operations Manager
- Queensland Service Delivery Manager
- Queensland Recruitment and Training Manager
- Client Services Department
- Team Manager

