



## School Program APT 2025 Job Description

### School Program Academic Personal Trainer

#### ROLE OVERVIEW

Reports to:	Program Convenor
Department:	Service Delivery
Location:	Respective School Program Campus
KPIs	Improved Student Engagement Improved Student Confidence Improved Student Metacognitive Skills Improved Math and/or English Grades
Key Relationships	School Program APTs, School Contact, Program Convenor
Position Type	Casual
Role Salary	<b>SP APT Level 1 (Year 1):</b> \$40 per hour + Super <b>SP APT Level 2 (Year 2):</b> \$42 per hour + Super <b>SP APT Level 3 (Year 3+):</b> \$44 per hour + Super

At A Team Tuition, you'll always feel the sense of being part of something extraordinary. Our core values of Integrity, Nurture, Service, Passion, Innovation, Resilience, and Empowerment are ingrained in every aspect of our operation, reflecting our commitment to fostering individual success. Our overarching vision is to provide our students the chance to succeed in school. This vision drives our enthusiasm and pride in delivering school programs rooted in our foundational principles of mindset, strategy, and support. Our partnerships with Australian schools highlight our shared commitment to a unified objective: to facilitate the success of as many students in school as possible. Through these programs, we are able to extend our impact far beyond our one-to-one programs.

## THE POSITION

As a School Program Academic Personal Trainer (APT), you play a vital role in supporting students academically, emotionally, and strategically during scheduled tutoring sessions at their school. You are responsible for delivering engaging, aligned, and effective tutoring that mirrors the behaviours and routines of high-performing students.

You will follow a clear and proven session structure, guide students through curriculum-based learning, and incorporate mindset and strategy training when relevant. You also uphold the professional and cultural standards of A Team Tuition, acting as a role model for students and a trusted support for teachers and school staff.

This role is ideal for university students or graduates in education, psychology, or related fields who want to make a meaningful impact in students' lives while gaining real-world experience in the education sector.

## KEY ACCOUNTABILITIES

### 1. Delivering Engaging, Structured Tutoring Sessions

- Follow the set session structure: 5–10 min check-in, academic support (homework, assignments, revision, gap-filling), and 5-min reflective debrief.
- Use interactive, student-led methods and make sessions engaging and enjoyable – not just traditional classroom learning.
- Build trust and rapport to increase student motivation, confidence, and independence.

### 2. Curriculum Alignment

- Use the provided school curriculum outlines and student work to plan each session.
- Support students on current class topics, assignments, and upcoming assessments.
- Act as an extension of the teacher by reinforcing key concepts being taught in class.

### 3. Supporting Metacognitive Development

- Look for opportunities to integrate the STAR (Strategies to Accelerate Results) framework to teach time management, study skills, and growth mindset.
- Help students become independent learners by promoting reflection and effective study strategies.

#### **4. Maintaining Professionalism and Boundaries**

- Be punctual, prepared, and present for every session.
- Always align with the student's teacher – never undermine or question the school, teacher, or parent in front of the student.
- Respectfully report concerns through the appropriate internal channels (e.g., Program Convenor) without discussing them directly with students or families.
- Never exchange personal contact information or engage with students via social media, phone, or email.
- Uphold the school's and A Team Tuition's policies on communication, privacy, dress code, and behaviour.

#### **5. Representing A Team Tuition with Integrity**

- Model the INSPIRE values of A Team Tuition and act as a mentor and motivator for students.
- Maintain accurate, timely session notes.
- Participate in scheduled feedback check-ins with your Program Convenor and be open to growth.

#### **6. Respecting School-Hosted Opportunities**

- When invited to join boarding house dinners or other events, remain professional and engaged.
- Sit with students, use the opportunity to build rapport, and behave respectfully and gratefully.
- Be mindful of appropriate conduct, portions, and representing A Team Tuition well at all times.

## **CAREER EXPERIENCE, SKILLS & QUALIFICATIONS**

- Passion for working with young people and making a positive impact
- Confidence in tutoring core subjects (English and/or Math) up to Year 12 level
- Strong interpersonal and communication skills
- Ability to follow structured systems and maintain professional boundaries
- Growth mindset and willingness to learn

## **APPLICATION PROCESS**

To express interest in this role, please contact your Program Delivery Coordinator or email [info@ateamtuition.com](mailto:info@ateamtuition.com) with your interest in the role. Successful candidates will be invited to attend onboarding before placement.