

# SUMMER PROGRAMMES

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[www.kcl.ac.uk/summer](http://www.kcl.ac.uk/summer)

**KING'S**  
*College*  
**LONDON**



# 2023 STUDENT RESIDENTIAL ASSISTANT SUMMER OPPORTUNITIES

The Summer Programmes team will welcome around 1,500 international students to study at King's this summer. We are looking for confident, motivated, and hardworking King's students to work as Residential Assistants and help us to deliver a wide variety of summer programmes at both pre-university and undergraduate levels. These roles are vital to ensure that all visiting students have a safe and enjoyable time at King's and in London. Programme dates:

- **Session One** Pre-University Summer School for 16-18 year olds (01 July – 8 July)
- **Session Two** Pre-University Summer School for 16-18 year olds (8 July – 15 July)
- **Session Three** Pre-University Summer School for 16-18 year olds (15 July – 22 July)

Candidates should ensure that they are available for the entirety of each session that they apply for – due to the nature of the role, it is crucial for students to have a consistent Residential Assistant throughout the programme. Exceptional circumstances such as graduation ceremonies or religious holidays can be accommodated, but these should be flagged in your application.

We encourage applicants to apply for multiple sessions and preference may be given to those who can work for the entire duration of delivery (1<sup>st</sup> – 22<sup>nd</sup> July).

All programmes might require additional days.

**Successful candidates must be available to attend 1 – 2 days of formal paid training in June and will be required to live in the designated King's residence for the duration of their contract.**

To find out more about King's Summer Programmes check out our website here - <https://www.kcl.ac.uk/summer>

# Summer Residential Assistant – Overview of the Role



5:00pm – 11:30pm & 7:30am – 9am each evening.  
On a rotated basis, working on-call shifts 11:30pm – 7:30am.

- The Summer Residential Assistants are responsible for the safeguarding and wellbeing of our residential Pre-University students.
- These roles are integral to our operations as, under the leadership of the Residential Welfare Lead(s), the Residential Assistants ensure that our students are kept safe as well as running our very popular Summer Society evening events.
- Postholders will be expected to work each evening and at the weekends, and will be expected to remain on site during working hours. Accommodation will be provided at Stamford Street Apartments for the duration of the programme(s) that each RA is assigned to.
- Postholders will work each evening and responsibilities will include running Summer Society events, taking students to compulsory Pre-University programme events or maintaining an active presence at the residences on evenings where students are granted free time.
- On free time evenings, RAs will be expected to check in with their student following the end of the academic day to ascertain what they will be doing that evening and who they will be with and then check them in again at SSA at curfew and lights out.
- There will also be overnight on-call shifts that RAs will be expected to work, but these will be on a rota-ed basis – e.g., one night on, two nights off, etc.
- *See slides 5-8 for contextual background of the Pre-University programme.*

# Summer Residential Assistants - Responsibilities

- Directly responsible for the safeguarding and pastoral care of an assigned group of Pre-University Summer School students for the duration of the programme.
- Following safeguarding and health and safety policies and reporting procedures to ensure the safety of all students on the programme.
- Living on-site with the students at the specified halls of accommodation and ensuring students are checked-in and registered at specific times each day.
- Accompanying and leading activities and events as part of the social programme – e.g. sports events, quizzes, movie nights.
- Assisting the Residential Welfare Lead with monitoring activity during free time periods, escalating any areas of concern and ensuring clear lines of communication.
- Maintaining an active presence during evening, even when not involved in an activity.
- Maintaining regular contact with allocated students when they are away from the residence during free time.
- To work on-call shifts on a rotated pattern overnight, ensuring that students are safe and adhering to the rules by patrolling the accommodation and being responsive to any issues that arise.



# Background to the Pre-University Summer School



Saturday 1 July – Saturday 8 July – session one  
Saturday 8 July – Saturday 15 July – session two  
Saturday 15 July – Saturday 22 July – session three

## What is it?

A one-week academic and social programme based in the heart of London (three sessions). Residential or non-residential.

## Who is it for?

Motivated and ambitious high school students, in their final two years of study before university (aged 16-18).

## What does the programme offer?

- The chance to **experience university life** at a world class university
- **Expert teaching** by King's academic faculty and PhD students
- **Co-curricular** activities, excursions and events
- The chance to focus on the future with sessions around **admissions and careers**
- The chance to build **friendships** with students from all over the world
- The opportunity to meet **current King's students** who help facilitate the programme

# Background to the Pre-University Summer School



## Academic programme

In 2023 the following subjects will be on offer

- Business Management (all sessions)
- Law (all sessions)
- International Relations (all sessions)
- Psychology (all sessions)
- Media, Communication and Digital Culture (session 1 & 2)
- Medical Science (all sessions)
- Science, Technology and Engineering (session 1 & 2)



# Background to the Pre-University Summer School

## Social programme



Throughout the one-week programme students will be able to explore the city in small groups as well as enjoying organised social activities every evening.

Social activities may include:

- Welcome reception
- Southbank treasure hunt
- Quiz night
- Movie nights
- Sports nights
- Exploring the city

Activities vary each year, but the expectation is that students should have several social activities available to them on free-time evenings.



# Background to the Pre-University Summer School

## The student experience

### Feedback from previous students:

*“You get a real and memorable taste of university life, something which I will never forget.”*

*“This Pre-University programme is amazing and unforgettable! High quality tutors, friendly peers, fun excursions and everything you would expect for in a summer school.”*

*“I think one of the most memorable experiences King's has gifted me was being able to meet a wide range of people from different backgrounds. These long-lasting friendships we have formed are truly a once in a lifetime opportunities.”*

*“A memorable experience that will definitely put you on the right path for your future.”*





# NEXT STEPS

- Complete the online application form by midnight on **Tuesday 11<sup>th</sup> April 2023\***
- Shortlisted applicants will be invited to attend an interview in **May 2023**
- Interviews are likely to consist of scenario-based questions and group exercises
- If selected, you will be notified in the following weeks.
- Successful applicants will need to be able to do the following:
  - Complete a DBS check (via HR) if required
  - Register with King's Talent Bank (if not already registered)
  - Complete a 20-hour work week exemption form (for summer working hours).
  - Attend the mandatory training days before the start of your programme – these are paid training days.

If you have any queries about the programmes/roles in the meantime, please contact [summer@kcl.ac.uk](mailto:summer@kcl.ac.uk)

\* Please note that we reserve the right to close the applications early if there are sufficient applicants.