**Language Group Leaders for the Language Groups Programme**

**Application Deadline: Wednesday 24 January 2024, 9pm**

This is a volunteering opportunity for undergraduates and postgraduates in any year of study, which is currently being offered with **English, French, German, Japanese and Spanish** languages. You need to be a fluent speaker of one of these languages, able to talk in detail about living in a country where that language is spoken, and keen to help students who are learning that language improve their speaking skills and cultural knowledge.

If you are selected to be a Language Group Leader you will receive training and support from language teaching professionals. You will lead a group of up to eight students who will meet on campus for five sessions during the semester to develop their language skills and cultural understanding through conversation on topics like student life, interests and cross-cultural experience. You will be expected to plan language learning activities, facilitate conversation sessions and manage communications with your group.

You can choose to lead a group on your own or work in a team with another Language Group Leader. If you already know someone that you would like to work with as a co-leader, you can specify this on your application. Alternatively, we will try to allocate you a co-leader who matches your availability.

The Programme offers the chance to:

* make a positive impact on the experience of other students
* develop skills useful for teaching and group facilitation
* gain leadership and teamwork experience for your CV
* develop cultural awareness and cross-cultural communication skills
* get to know some interesting people and have fun

You will attend an on-campus training session, and have access to a private Microsoft Teams channel for group leaders, with many helpful resources, such as example activities. You’ll be able to chat with your fellow leaders, and our experienced staff will be available to answer your questions.

## **Programme Outline**

Language Group Leaders will need to:

* attend the on campus training session on Wednesday 31 January, 13.00-15.30pm.
* prepare language group sessions (including contacting your co-leader if working in a team)
* keep in regular contact with your language group about arrangements for sessions
* ensure that 5 x 1-hour language sessions are delivered to the group

Before you apply, please make sure you can commit to the time required to prepare and deliver the 5 sessions. Group language sessions will normally take place for 1 hour, once per week, on a day and evening time of your choice (Mon-Fri, between 5pm and 8pm)

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| **Session** | **Date** | **Time** |
| Training Session | Wednesday 31 January 2024 | 13.00-15.30 |
| Language Group session 1 | Week beginning 12 February 2024 | Choice of evening time |
| Language Group session 2 | Week beginning 19 February 2024 | Choice of evening time |
| Language Group session 3 | Week beginning 26 February 2024 | Choice of evening time |
| Language Group session 4 | Week beginning 4 March 2024 | Choice of evening time |
| Language Group session 5 | Week beginning 11 March 2024 | Choice of evening time |

**How to apply**

* Read the Essential Criteria below and check that you meet all of the criteria
* Complete [the application form here](https://forms.office.com/e/Dvhi9MKQdQ) by **9pm** on **Wednesday 24 January 2024.**
* If you require a copy of this info pack in an alternative format (for example, braille, audio or large print), or you have any other questions or problems, please email [languagezone@leeds.ac.uk](mailto:languagezone@leeds.ac.uk)

## **Essential Criteria:**

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| **Criteria** | |
| **1.** | A fluent speaker of English, French, German, Japanese or Spanish |
| **2.** | Able to talk in detail about living in a country where that language is spoken. |
| **3.** | Committed to attending the training session, preparing and delivering 5 group sessions and communicating with your group |
| **4.** | Strong interest in interacting with people from different cultural backgrounds |
| **5.** | Able to communicate clearly and confidently and to listen effectively to others |
| **6.** | Creative approach and able to deliver a fun, interactive language session |
| **7.** | Good organisational skills |
| **8.** | Able to work well in a team (if working with a co-leader) |