

## **The Psychology Award for Excellence in Tutoring**

### **The Prize**

The "Psychology Award for Excellence in Tutoring" will be awarded to one tutor each year. The value of the award will be \$500 and this will be presented to the winner, along with a certificate evidencing the award.

### **Eligibility**

Anyone who has been a casual tutor for at least two hours per week in an undergraduate and/or a postgraduate course taught by the School of Psychology during the relevant year is eligible to apply.

Those not eligible to apply include:

- 1) Recipients of the award in the previous two years; and
- 2) Full-time and fractional academic staff (including Teaching Assistants), and others responsible for the coordination and delivery of courses (those in Senior tutor roles).

### **Nominations**

Individuals can either self-nominate for this award or be nominated by their Lecturer-in-Charge. In the event of the latter, the Lecturer-in-Charge should obtain the tutor's consent to be nominated. Note that the nomination should apply to the nominee's involvement in a *single course only*.

The Convenor of the Teaching & Learning Committee will call for applications during the mid-semester break of the second semester. Please note that the period of consideration is the current year. An important implication of this is that Lecturers-in-Charge should organise for their tutor SELTS to be administered no later than Week 10 of the second semester. This will help to ensure the timely submission of applications (with accompanying SELTS) for this award.

### **Selection Criteria**

These are outlined on the attached application form. As indicated, applicants are required to provide:

- Evidence of what they do to demonstrate certain specified core competencies associated with excellence in tutoring (e.g. commitment to students learning, command of the subject matter of the course, relationships with students that are conducive to effective learning, initiative and innovation etc.).
- Students' evaluations of the tutor's performance including (but not necessarily limited to) their responses to the standard SELT questions (which should be attached to the application).
- A Teaching Statement including a summary of their teaching philosophy and a critical reflection on their teaching activities and their impact on students and the school. This may include a description of the approach adopted for a particular activity, including the context and rationale for the approach.

The application should not exceed two pages in length (exclusive of SELT forms).

### **Endorsement by the Lecturer-in-Charge**

The Lecturer-in-Charge of the course in which the applicant is tutoring will be asked to endorse the application by providing independent feedback on the extent to which the applicant has assisted him/her in meeting the objectives of the course. The applicant should contact the Lecturer-In-Charge and ask them to provide a brief statement on the tutor's contributions to the course, this should be forwarded (separate from the application) to the Chair of the School Learning and Teaching Committee.

### **Selection Committee**

The Teaching & Learning Committee, comprising the members of staff who are NOT lecturers in charge for each of the undergraduate levels and the Head of School will consider applications and select a prize-winner.