Enlistment of Volunteers to Serve as Resident Tutors for I-House

International House is to enlist volunteers from University staff and postgraduate students to serve as Resident Tutors for the academic year of 2014/15.

Applicants should be energetic, mature and responsible, speak fluent English and Putonghua, together with some experience in serving university student hostels. Knowledge of other languages and first aid will be advantageous. Full-time degree-holding staff and full-time postgraduate students are welcome to apply. The Resident Tutors will assist the Warden to discharge the following duties:

- Facilitate communication and cooperation among students from different cultural backgrounds through planning and organizing resident activities and functions
- Provide strong support for the Warden in handing resident disciplinary cases
- Coach the Resident Association
- Perform administrative duties in hostel management
- Assist in providing emergency care for residents when necessary
- Monitor residents’ usage of hostel facilities and recommend improvement measures based on user’s feedback

Volunteers are nominated as Resident Tutors. This is not an employment either on a full-time or part-time basis, and is not regarded as a concurrent employment with the University (if applicable). There will not be any allowance / remuneration or any other employee benefits for provision of this volunteer service.

Resident Tutors will be provided with accommodation of a single room at I-House. They are required to provide volunteer service on weekdays as well as Saturdays, Sundays and public holidays on a rotational basis. The nomination will normally end by end of July 2015, subject to mutual agreement.

Interested parties please complete the application form (obtainable from http://www.cuhk.edu.hk/osa/ihouse) and return it to the Student Amenities Section, Office of Student Affairs, Room 306, John Fulton Centre, CUHK or email to ihouse@cuhk.edu.hk by 28 January 2015 (Wednesday). Please mark “Application – Confidential” on cover. For enquiries, please contact Miss Grace Wong at 3943-7964.