

Academic Mentor Form

Learning & Leading Fieldwork Apprenticeships

**Royal
Geographical
Society**
with IBG

Advancing geography
and geographical learning

Please ensure that you read the referee guidelines before completing this form.

1. Applicant details

Full name of applicant	
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2. Your details (the academic supervisor providing the fieldwork apprenticeship)

Title		First name		Last name	
Name of your HEI					
Your position					
Address					
Email					
Telephone number					

3. Details of fieldwork project

Name of fieldwork project	
Name of project leader	
Project location (country & region)	
Project dates	From to
Number of days in the field	

a) Describe the aims and objectives of the overall fieldwork project. (Maximum 200 words)

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b) Explain why and how this research project has been developed. Please give details about project funding and document the approvals in place to satisfy your institution's health and safety and ethical requirements. (Maximum 150 words)

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4. Project expenses

Please detail the full expenses of a student participating in your field project and detail which of these expenses are covered and how. (Maximum 100 words)

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5. The applicant's role in the project

Describe the role the applicant will play in the project. Give full details about activities they will undertake in the field and the responsibilities they will assume. (Maximum 200 words)

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6. Benefits to the applicant

What are the key benefits the applicant will gain from this opportunity? (Maximum 100 words)

7. The applicant's ability

Provide an assessment of the applicant's ability to participate in the proposed project safely and responsibly (Maximum 200 words)

8. Making a difference to the applicant

Describe how the experience will make a difference to the applicant. Refer to their personal development, geographical skills and knowledge, career prospects etc. (Maximum 200 words)

9. Why the applicant would not otherwise be able to participate in an activity comparable to the 'fieldwork apprenticeship'

Give evidence for why the Learning & Leading apprenticeship offers an opportunity that is outside the applicant's previous experience and that would not otherwise be available to the applicant. (Maximum 150 words)

10. Your commitment

Describe how you will support the student on all aspects of the project; training before and in the field, health and safety, post-field analysis of data, training with equipment and other research methodologies. (Maximum 250 words)

11. Your experience

What experience do you have running similar fieldwork and working with students in the field? (Maximum 150 words)

12. Additional information

Please provide any additional information that you feel might help the selection panel (Maximum 200 words)

**Declaration**

I confirm that the fieldwork project and the applicant's participation in it have or will before departure meet the health and safety and ethical requirements of this university.

The information submitted in this application is to the best of my knowledge correct at the time this application was made. Should any significant changes arise after this application is made, I will keep the Learning & Leading project coordinator informed.

Academic Mentor*Signature**Date*Head of Department*Name**Signature**Date*

Electronic signatures can be used. If you do not have an electronic signature, in addition to emailing this form, please post a signed copy to Amber Sorrell, Learning & Leading Project Co-ordinator, Royal Geographical Society (with IBG), 1 Kensington Gore, London, SW7 2AR

Please email the completed form directly to the Society by 17.00 on Friday 17 February 2012: LandL@rgs.org

The student's application will be jeopardised if the referee statements do not arrive on time.

Acknowledgement of receipt will be by email.