Text

Description automatically generatedWorker Agreement Request for Demonstrators

New legislation means that a worker agreement must be issued to ***all*** those performing demonstration tasks on the Engineering course (i.e. PhD students or PDRAs) with the sole exception of those (such as UTOs) for whom teaching is part of their contractual duties. This ***must happen before*** any duties are undertaken. Consult the “notes for lab leaders” for further guidance. A right to work check must also either be undertaken or be on file before any work is performed.

Please return this form to [teaching-office@eng.cam.ac.uk](mailto:teaching-office@eng.cam.ac.uk) for undergraduate courses or [graduate-studies@eng.cam.ac.uk](mailto:graduate-studies@eng.cam.ac.uk) for graduate teaching.

## Details of Engagement

(a separate worker agreement is required for each distinct activity)

|  |  |  |  |
| --- | --- | --- | --- |
| Role\* |  | Location | e.g. Inglis Materials Lab |
| Lab or Activity Title | e.g. 1A Lab 4 | Daily Start Time♦ | 09:00 |
| Course Code (if any) |  | Daily End Time♦ | 12:00 |
| Duties | See Demonstrator Role Profile | Hourly Rate | £13.82 p/hr for demonstrators  or  £15.09 p/hr for senior demonstrators |
| Start Date |  | End Date |  |
| Expected total hours to be worked in this engagement |  | Lab Leader |  |

*\*Where a demonstrator has supervisory responsibility for other demonstrators they can be appointed as a “senior demonstrator” at a higher rate, please consult the Director of Undergraduate Education if you think this applies. Experience or retention are not grounds for using the Senior Demonstrator role.*

*♦Wherethis varies day by day (such as with 1A labs) provide the earliest and latest start times.*

## Personal Details of Demonstrator

|  |  |  |  |
| --- | --- | --- | --- |
| Title |  | Date of Birth | 30/09/1974 |
| Forename(s) |  | NI Number |  |
| Surname |  | Email Address | @cam.ac.uk |
| Gender |  |  |  |
| Staff Member? |  | Payroll No. (for staff) |  |

## Demonstrator’s UK/Cambridge Address

|  |  |  |  |
| --- | --- | --- | --- |
| House Number/Name | e.g. 19 | Post Town | e.g. Cambridge |
| Street | e.g. Trumpington Street | Post Code | e.g. CB2 3QZ |
| Local Area |  |  |  |