

Jools Elliott | BSc (Hons), FRAS, MInstP, MInstLM



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Faversham, Kent, UK

Experience (Paid)

INSTITUTE OF PHYSICS

Registered Charity (293851)

Institute of Physics Campus Ambassador [JG]

September 2020 – July 2022 | Egham & London, UK

- Promoted the Institute and advertised personal development opportunities to physics students at Royal Holloway.
- Produced content for, hosted, coordinated, and supported external speakers for the IOP's nationwide workshops and webinars aimed at current & prospective Physics undergraduates and subject enthusiasts.
- Informed early development of the IOP outreach and EDI campaigns, principally their LimitLess campaign to get under-represented groups into Physics. Promoted and ran events for the campaigns after launch.
- Worked with, and often hosted meetings of, a geographically and demographically diverse team - usually virtually but occasionally in person.

SELF-EMPLOYED

Private Tutor

August 2020 – July 2022 | Kent, UK & Online

- Tutored KS2 Students (several of whom were preparing to take 11+), as well as GCSE & A-Level Maths and Physics students. Also briefly KS3 Science.
- Identified areas of difficulty on an individual basis to tailor learning experience to the students.
- Often necessary to also produce resources, especially for KS2 students, where existing resources are either pitched to an overly wide ability range for use in classrooms, or far too narrowly for use in exam prep.
- Where agreed with parents and students, incorporated occasional extra- & supra-curricular content in a more relaxed format.
- Drew from scouting, outreach, and lab/observatory experience to plan lessons that pushed students and supported personal as well as academic development.
- Students and parents invariably perceived the benefit of these lessons to be greater than those accessing strictly intra-curricular learning. This was generally also reflected in exam performance/(teacher assessments).

ROYAL HOLLOWAY, UNIVERSITY OF LONDON

Exempt Charity

SEPnet Outreach Ambassador [CA]

January 2019 – May 2022 | Egham, Surrey, UK

- Worked with a large team of demographically diverse physicists (students & faculty) on and near campus to implement a programme of Physics Outreach, aimed at students in Primary, Secondary, Higher, and Further Education, young people in informal/non-scholastic settings, prospective undergraduates, subject enthusiasts, members of the public, and the campus community.
- By the final year in role, had spent more time in Royal Holloway Physics Outreach than any extant team member, including Senior Outreach Officer (new appointee). Consequently asked to take on more responsibility in management of the outreach programme.

- Worked closely with Senior Outreach Officer to manage teams of other ambassadors, contacted local organisations to propose collaborations and offer opportunities (e.g.: local schools/colleges, Scout & Guide Associations, youth clubs), developed big-picture (activity, website, & social media) content strategies in addition to singular resources.

RH100 Panellist [LT]

September 2019 – April 2022 | Egham, Surrey, UK

- Reviewed College white-papers on a wide variety of topics to inform Senior Management Team's decision-making on College Governance, Campus Development, Student Welfare and Voice, the Tutorial System, and more.
- Prepared for RH100 conferences by reading complex policy proposals and business case documents analytically, making notes to facilitate collective scrutinisation of small details as well as collaborative discussion on issues in their wider context.

Student Engagement Assistant [LT]

July 2021 – November 2021 | Egham, Surrey, UK

- Worked with the Student Engagement Officer for Royal Holloway to support new undergraduate students to settle into university life, by managing the Peer Guidance programme for the School of Engineering, Physical, and Mathematical Sciences, providing regular information packs on a variety of administrative-, welfare-, and life-skills-related topics.
- Staffed the Student Engagement Team helpdesk during Welcome Week and Open Days to promote the college and provide support to students.
- Worked with key stakeholders within EPMS to tailor Peer Guide scheme to meet the school's requirements (School Leadership, Department Heads, Senior Tutors, Student Academic Reps, Administrative Staff).
- Wrote content and developed structure of Royal Holloway's student App—RHApp—as well as more technical tasks such as tagging and linking interactive campus maps, timetable & calendar admin, and preparing pages for alternative access via web browsers.
- Monitored and coordinated the delivery of training to Peer Guides to ensure a high standard of support and compliance with safeguarding & Data Protection practices.

THE OGDEN TRUST

Registered Charity (1037570)

'Teach Physics' Intern

June 2021 – July 2021 | Whitstable, Kent, UK

- Six week internship at The Whitstable School, working within the Science department to gain in-school teaching experience.
- Shadowed teachers during their lessons and lesson planning, planned and delivered lessons to GCSE Physics students under the supervision of a Qualified Teacher.
- Prepared apparatus and chemicals for Science Practical lessons in line with current safety protocols (IRR17, COSHH Regulations, etc.) and contributing to risk assessments in support of the Science Department Technician.
- Gave a presentation and workshop to Lower Sixth Form on post-18 education options and UCAS Applications/Personal Statement activities.

- Completed mandatory training for KS3–5 teaching staff (Safeguarding, Mental Health, Radicalisation, etc.)
- Observed 'background' administrative tasks, such as marking, lesson timetabling, parent-teacher conference preparation, interim assessment production, & exam scheduling.

Experience (Voluntary)

KENT COUNTY SCOUT COUNCIL

Registered Charity (303471)

Deputy County Youth Commissioner (Development)
County Executive Committee Member - Trustee [SM]
March 2022 – Present | Kent, UK

- Champion Youth Shaped Scouting across Kent, develop projects and events run by the Kent Youth Commissioner team, content plan & manage the team's social media platforms, produce and investigate the feasibility of ideas to increase youth engagement across the County.
- Deputise for the County Youth Commissioner: recruit, support, & manage District Youth Commissioners (plus Deputies) across Kent's Districts, attend DCs & DYCs days alongside/on behalf of the CYC, & approachable as a representative of the Youth Commissioner team.
- As a County Trustee, communicate young people's views to the Executive Committee, contribute to the general management of Kent Scouts, ensure the actions of the Trustees (collectively) are in the best interests of the charity and its members, & ensure the County provides a balanced, quality programme which provides Skills For Life.

FAVERSHAM DISTRICT SCOUT COUNCIL

Registered Charity (284893)

District Training Adviser [VB]

August 2022 – Present | Faversham, Kent, UK

- Maintain good knowledge of the Adult Training Scheme, Activity Permit Scheme, and Scout Association policy generally to support learners working towards Wood Badges and otherwise completing Personal Learning Plans.
- Constructively discuss learning and practice with adult volunteers to validate their training as well as guide them to areas where additional learning may be necessary.

District Transformation Advisor

August 2022 – Present | Faversham, Kent, UK

- Work with the District Commissioner, Deputy County Commissioner, and County Transformation Lead to ensure Faversham District Scout Council adequately prepares for The Scout Association's 2023 transformation.
- Keep up to date with developments, explain relevant information to adult volunteers concisely and supportively, resolve related conflicts between volunteers, promote changes even (especially) where unpopular.

District Secretary - Trustee

June 2022 – Present | Faversham, Kent, UK

- Act as a charity trustee to manage Faversham District as a part of the Executive Committee.
- Provide administrative support to the District Chair, Executive Committee, and subcommittees by writing & distributing minutes & agendas, drafting letters and emails on behalf of the Trustees, coordinating the AGM, and advising on rules and relevant legislation as required, facilitating guest/youth attendance at meetings, etc.

District Explorer Scout Administrator

June 2021 – Present | Faversham, Kent, UK

- In the absence of a current appointee, act as District Explorer Scout Commissioner.

- Maintain a free flow of information between Explorer Units and leaders to support the provision of Explorer Scouts across the District.

District Section Leader - Explorer Scouts

March 2020 – Present | Faversham, Kent, UK

- Plan, risk assess, finance, coordinate, and run weekly activities, trips, and nights away for young people aged 14–18.
- Ensure the Explorers have sufficient opportunities to contribute to the content of the programme, express their opinions on how the section is run, and interact with young people from other Groups and Districts, so that leaders and young people can collaboratively plan a balanced, quality programme.
- Demonstrate appropriate conduct to the Explorers and emphasise the importance of respect to promote positive behaviour.
- Identify and report any behaviours or comments that could be indicative of a safeguarding issue in line with Scout Association policy.
- Provide an environment where young people feel they are listened to and respected as the norm.
- Provide opportunities for Explorers to achieve Top Awards. Run activities that allow them to personally & emotionally develop and acquire Skills For Life.

1ST FAVERSHAM GROUP SCOUT COUNCIL

Excepted Charity

Group Executive Committee Member - Trustee

June 2018 – Present | Faversham, Kent, UK

- Manage the group as a charity trustee.
- Specific responsibility—jointly with the Chair and Group Scout Leader—for the Group Participation Fund. Make decisions as a group about use cases, keeping information strictly confidential and being as objective as possible.

Section Leader - Cub Scouts

March 2018 – Present | Faversham, Kent, UK

- Much the same as District Section Leader, except with 8–10.5-year-olds.

ROYAL HOLLOWAY STUDENTS' UNION

Registered Charity (1141998)

Department Academic Representative (Physics) [CA]

September 2020 – July 2022 | Egham, Surrey, UK

- Managed the Course Rep team from across the Department of Physics, to keep feedback lines to and from students open and effective, while staying conscious of hidden barriers to under-represented groups accessing Student Voice structures.

Disabled Students' Collective Convenor

October 2021 – July 2022 | Egham, Surrey, UK

- Elected by the population of students identifying as disabled to represent them to the VP Wellbeing and Diversity and manage the operation of the collective, including events, comms, and Student Voice.
- Acted as a critical friend to the VP Wellbeing and Diversity to provide alternative perspectives and views from the student body.

Education Executive Committee Member

October 2021 – July 2022 | Egham, Surrey, UK

- Sat on the committee alongside VP Education, School Reps, and PG Rep as a co-opted member due to breadth of involvement in all four areas of Student Voice.
- Acted as a critical friend to the VP Education to provide alternative perspectives and views from the student body.

RHSU Student Groups

➡RHUL SSAGO Chair & (Re-)Founder

May 2020 – July 2022 | Egham, Surrey, UK

➡RHUL SSAGO Club Rep

September 2021 – July 2022 | Egham, Surrey, UK

- ➡ Re-established and Chaired defunct SSAGO Club by recruiting committee & membership, facilitating regular meetings, and planning additional activities/opportunities (including securing venues, sourcing equipment, and producing risk assessments).

- ➡ Wrote, from scratch, the necessary governance documents and resources—principally; the Club Constitution, activity and programme materials, and website content.

➡Aerospace Society President

December 2018 – May 2022 | Egham, Surrey, UK

- ➡ Developed and executed nine terms' programmes of weekly meetings and activities (drone flying, external talks, national competition entry, programming workshops, astronomy 'Give-It-A-Go' sessions, and more).

- ➡ Acquired relevant qualifications and knowledge to facilitate the society's activities and supported members to develop their skills and knowledge.

- ➡ Encouraged the society to support Department of Physics Outreach activities by recruiting SEPnet Ambassadors, sourcing volunteers, and running Aerospace-related outreach events.

DEPARTMENT OF PHYSICS

School of Engineering, Physical, and Mathematical Sciences

Royal Holloway, University of London

Staff-Student Committee (SSC) Chair [CA]

October 2020 – July 2022 | Egham, Surrey, UK

- ➡ Chaired the SSC on behalf of undergraduate and post-graduate students in the department, to coherently consolidate feedback, work constructively with faculty to reach realistic and meaningful resolutions, and escalate to the School Rep and VP Education where appropriate.

Royal Holloway Physics Society

Unincorporated Association

➡Technology, Governance, and Outreach Advisor [CA]

March 2021 – June 2022 | Egham, Surrey, UK

- ➡ After two years on committee already, retained as an advisor to support the return to face-to-face activities. Continued to manage the society's online platforms (Facebook, MS Teams, Discord Server), and supported the new Treasurer and VP in the governance review and application for a Treasurer's Bank Account.

- ➡ Continued to work with the Senior Outreach Officer and Institute of Physics Student Engagement Officer to support the society to run outreach and recruitment events for students and participate in the Royal Holloway Physics Outreach programme.

- ➡ Awarded PhySoc 'MVP' (or 'Most Valuable Physicist') at the 2022 Physics Society Easter Ball Awards Presentation, for creating and maintaining PhySoc Surgery, continuing to support the Society through 18 months of virtual events, and extending committee involvement to facilitate a smooth return to normality.

➡Vice President/Chair - Trustee

March 2020 – March 2021 | Egham, Surrey, UK

➡Equality, Diversity, & Inclusion Lead [CA]

December 2019 – March 2021 | Egham, Surrey, UK

- ➡ Chaired committee meetings, coordinated with the secretary to identify suitable dates for trustees to attend committee meetings, and contributed to agenda content and distribution.

- ➡ Supported the Treasurer in the administration of society money. Deputised for the President on occasion, acted as a critical friend to keep the society's goals realistic.

- ➡ Replaced the society's outdated and limited constitution with a carefully considered, detailed constitution & policy documents, bringing the society into line with Charity Commission Guidance and explicitly spelling out its Equal Opportunities, Harassment, Alcohol, and Academic Integrity Policies.

- ➡ Continued PhySoc Surgery despite lockdown (virtually), to provide opportunities to check in on the wellbeing of less outgoing/active members, and for students to relay feedback on their courses, the Department and the society. This was a significant component of the support network of many members during this time.

➡Treasurer - Trustee

March 2019 – March 2020 | Egham, Surrey, UK

- ➡ Prepared the society budget in consultation with the VP, based on the programme plan. Fed back to the committee on feasibility and options.

- ➡ Applied for grants for the society to reduce financial burden on members and affiliated the society with the Institute of Physics.

- ➡ Developed and launched PhySoc Surgery - a weekly, non-social-meeting for physics students to discuss coursework, review course content, and revise for examinations—this quickly became incredibly popular among undergraduates which also increased active membership at other events.

- ➡ Acted on feedback to evolve PhySoc Surgery into a welfare-monitoring and support tool as well as an academic resource.

RUNNYMEDE DISTRICT SCOUT COUNCIL

Registered Charity (1039314)

District Scout Network Administrator

August 2021 – June 2022 | Runnymede, Surrey, UK

- ➡ Worked with DC, County Youth Commissioner, and SSAGO Committee to re-establish, and briefly run, the District's 18–25-year-old provision.

- ➡ On behalf of the DC, successfully recruited a long-term Network Commissioner and Deputy to continue to manage the section following my graduation and move away from Egham.

Education

UNIVERSITY OF LONDON

Additional Level 7 Study | [75 Credits]

September 2021 - July 2022 | University of London

Royal Holloway Department of Physics

PH4170: C++ & Object-Oriented Programming [15]

PH4110: Research Review (Dissertation) [15]

Queen Mary Department of Physics & Astronomy

SPA7022: Solar System [15]

SPA7009: Extrasolar Planets & Astrophysical Discs [15]

UCL MSSL / Department of Space & Climate Physics

SPCE0010: Planetary Atmospheres [15]

ROYAL HOLLOWAY AND BEDFORD NEW COLLEGE

Bachelor of Science: Astrophysics | 2:1 (65.9%)

September 2018 - July 2021 | RHUL

Second Class Honours (Upper Division)

FHEQ Level 4–6 Study, including: %

[Lvl 4] Classical Matter | Thermodynamics, Material Science 72

[Lvl 4] Mathematics for Scientists 75

[Lvl 5] Scientific Computing Skills | Python, OOP, Statistics 93

[Lvl 6] Energy and Climate Science 71

[Lvl 6] Astronomy | Practical Skills, Optics, Cosmology 76

[Lvl 6] Particle Astrophysics 80

[Lvl 6] Advanced Skills | OOP, Statistics, Data Analysis 84

QUEEN ELIZABETH'S GRAMMAR SCHOOL

A-Levels | ABB

September 2016 - July 2018 | Faversham, Kent

Mathematics A

Further Mathematics B

Physics B

GCSEs | 14x A–B grades

September 2011 - July 2016 | Faversham, Kent

Maths A* Physics A* Computing A* Chemistry A Biology A

Further Maths A French A German A Economics B History B

English B English Lit. B Higher Project B Resistant Materials B

'Electric Vehicles: Potential Environ. & Econ. Impacts'	84
'Synthetic Aperture Photometry Analysis of Messier 45'	83
Photospheric Temp. Gradient from Solar Limb Darkening	80
'Paris Agreement Goals: Net Carbon Neutral UK by 2050'	77
'Follow the Water: Review[...] Water on Mars[...] Research'	70

Awards & Achievements

Achievement	Organisation	Date
Member	Council of The Scout Association	09-2022
Fellow	Royal Astronomical Society	05-2022
PhySoc MVP ("Most Valuable Physicist")	Royal Holloway Physics Society	03-2022
Member	Institute of Leadership and Management	12-2021
Wood Badge - Explorers	The Scout Association	08-2021
Founder	Royal Holloway SSAGO	05-2020
Wood Badge - Cubs	The Scout Association	01-2020
Young Leader Belt	Faversham Explorers	02-2018
Founder	Queen Elizabeth's Science & Technology Society (QuEST)	09-2017
Chief Scout's Award - Platinum	Faversham Explorers	04-2016
Duke of Edinburgh's Award - Bronze	Queen Elizabeth's Grammar School	03-2016

Skills & Attributes

Object-Oriented Programming & Computing

Confident: • C++ • Python • Statistical Data Analysis • Wolfram Language and Symbolic Computation • Database Management • LaTeX • MS Office/Google Workspace • PDF tools • Using software documentation & apparatus manuals

Some Experience: • Machine Learning • Java • Website Management • HTML • Internet Protocol

Professional Memberships

- Fellow of the Royal Astronomical Society
- Member of the Institute of Physics
- Member of the Institute of Leadership & Management

Certifications, Training, & Other Experience

First Aid at Work • GDPR • Mental Wellbeing (Children and Young People) • NSPCC Child Protection • BMFA RCC • Risk Assessing & Lab Safety • Drafting Minutes, Terms of Reference, and Policy Documents • Technical Standards • Charity Governance Documents • Strategic Plans and Periodic Review Reports

Assessments & Coursework

Submission Title:	%
'Dynamically Visualising Simple STFTs of Finite Signals'	100
Quantum Mechanics Computations in Mathematica	98
Data Analyses using Quantitative Statistical Methods	88

References

Dr. Lucy Thomas [LT] Student Engagement Officer Royal Holloway ☎ +447713 454 200 ✉ l.thomas@rhul.ac.uk	Cllr. Trevor Martin [TM] District Chair Faversham District Scout Council ☎ +447413 966 393 ✉ chairman@favershamscouts.org.uk
Dr. Claudia Antolini [CA] Senior Outreach Officer SEPnet & The Ogden Trust ☎ +447752 602 034 ✉ claudia.antolini@rhul.ac.uk	Ms. Vikki Beale [VB] County Nights Away Advisor Kent County Scout Council ☎ +447889 092 050 ✉ vikki.beale@kentscouts.org.uk
Mr. Julian Guassardo [JG] Student Engagement Officer The Institute of Physics ☎ +4420 7470 4917 ✉ julian.guassardo@iop.org	Mr. Simon Moore [SM] District Treasurer Faversham District Scout Council ☎ +447487 701 029 ✉ simon.moore@kentscouts.org.uk