**JOB DESCRIPTION**

**JOB TITLE** Intervention Mentor (English & Maths)

**SALARY** Unqualified Teacher (1-3)

**RESPONSIBLE TO** Assistant Head - Achievement

**Responsibilities**

 To work with small groups of targeted students delivering intervention strategies to improve literacy/numeracy, adapting resources to ensure all students are able to make progress within this group.

 To assess, monitor, record and report on the learning needs, progress and achievements of assigned students.

 To assist in adapting resources to ensure students from this group are able to access the wider curriculum.

 To contribute to the identification and selection of students to take part in the programme as appropriate.

 To work with teachers and others on curriculum and/or student development teams to secure co-ordinated outcomes.

 To adapt resources for personalised in-class support of students in other key lessons.

 To work with students who have been in receipt of initial targeted support to ensure that their progress is sustained and transferred to their wider learning.

 To attend team meetings within the SEND/English/Maths departments, where applicable, and other meetings as necessary to perform the remit of this post.

 To support the transition of students with low levels of literacy and/or numeracy from primary schools and to 16+ education.

 To support, through training and planning, the work of a core and extended team of literacy and numeracy teaching assistants and one to one tutors.

 To regularly set and mark homework, according to school policy.

 To liaise with parents where appropriate.

 To carry out any additional responsibilities appropriate to the position as agreed with the line manager.

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| **Person Specification** | | |
|  | **Essential** | **Desirable** |
| **Qualifications and Training** | * Level 3 qualification * Other appropriate training or qualification relevant to the post (for example SEN, Behaviour, Counselling, Supporting in the classroom) * Evidence of ongoing professional development | * Educated to degree level * Further specialist qualifications in key areas   to the children with Additional Needs   * Teaching qualification or relevant teaching support qualification |
| **Experience** | * Working with young people in a teaching/ mentoring capacity. * Recent experience of assessment and tracking of pupil progress. * Proven experience of delivering programmes to children with diverse learning needs. * Demonstrable success in working collaboratively with parents and colleagues. | * Advisory experience in more than one organisation. * Experience in liaison with a range of outside agencies and extended services. |
| **Knowledge, skills and abilities** | * Good understanding of intervention programmes and strategies- especially in Literacy, Numeracy and Behaviour Management. * Ability to communicate effectively both orally and in writing, including using ICT. * Ability to use data effectively in setting targets. * Excellent interpersonal skills. * Excellent organisational skills. * Knowledge of issues surrounding Child Protection and the care of Looked After Children. * Demonstrable commitment to equality of opportunity and inclusive practices. | * Experience of inter-agency work. * Understanding of the SEND code of Practice, Current Inclusive practice, equal opportunities and disability discrimination legislation. |
| **Personal**  **Qualities** | * The ability to motivate, manage and inspire children and staff to strive for excellence. * A commitment to the ethos of the school as a partnership of children, parents, staff and the community |  |