



JOB DESCRIPTION

Job Title:	Education Specialist (PMLD)
Contract:	Bank Staff Contract (hours to be confirmed upon placement)
Salary:	£25 - £35 per hour
Location:	TBC (dependent upon placement)
Line Managed by:	Education Coordinator

Main Purpose of the Role

The primary purpose of this role is to create and deliver tailored, student-centred learning sessions specifically designed for students with complex SEN, sensory or communication needs. This entails sourcing and tailoring learning materials, methods, and support strategies to meet individual health needs, while also ensuring the learning process remains accessible and engaging.

About the Company

Fresh Start in Education is a leading provider of specialist academic, emotional, and social support for vulnerable children, young people and young adults who struggle to access education. The company provides one-to-one, holistic and bespoke support packages for its students to overcome their barriers to learning with the aim of facilitating successful transitions into either education, apprenticeships or employment.

Summary

As an Education Specialist specialising in complex needs, your primary responsibility will be to provide tailored sessions to meet your students' learning, communication and sensory needs. Working on a 1:1 or 2:1 basis, you will deliver engaging, student-centred sessions either in the student's home or in a suitable alternative venue. Sessions will be scheduled 2 to 5 times per week, with each session lasting 3 to 5 hours, depending on the individual student's needs.

The role will require close collaboration with healthcare professionals, caregivers, and other educators to ensure a comprehensive approach to meeting both the educational and medical needs of the student. This collaboration aims to promote not only academic and/or developmental progress but also the overall well-being of the student, ensuring that their unique circumstances are fully supported in a holistic manner.

Duties and Responsibilities include:

- Planning and delivering 1:1 or 2:1 bespoke sessions tailored to the student's educational targets, sensory needs, communication style and medical requirements.
- Use creative, student-centred methods to engage the student in stimulating activities, such as sensory play, kinaesthetic learning, and life skills training
- Adapt learning and engagement strategies for students with complex needs, including Autism, sensory needs, and dysregulated emotions

- Help students with emotional regulation through calming techniques and personalised support, as well as managing challenging behaviour appropriately.
- Implement and support the development of communication skills using alternative methods such as PECs, Makaton, or British Sign Language (BSL), depending on the student's needs
- Assist students in developing essential life skills, promoting their independence and enhancing their quality of life
- Provide personal care as needed, ensuring the student's medical and physical requirements are met
- Stay up-to-date with medical training relevant to the student's conditions, ensuring proper care and handling of medical needs; as well as keeping any required annual training current as part of your ongoing commitment to your professional development.
- Develop activities that encourage student engagement and stimulate their sensory experiences, ensuring they are actively involved in the learning process.
- Provide regular reports and feedback through the company's online system to document the student's learning, progress, and development.
- Submit risk assessments and update them as necessary to ensure ongoing safeguarding and safety practices.
- Work closely with healthcare professionals, caregivers, and other educators to provide a holistic and well-rounded approach to the student's educational and medical needs.
- Maintain effective communication with your line manager regarding the student's progress and any issues encountered.
- Embed safeguarding practices in all aspects of your work, ensuring the safety and well-being of the student.

Person Specification

Essential Criteria

- Minimum of 2 years' professional experience working with vulnerable children or young people, including those with complex needs and/or medical conditions.
- Enthusiasm for engaging and inspiring students at various levels of development, with excellent and creative delivery of numeracy, literacy and other skills.
- Experience with communication methods such as PECs, Makaton, or British Sign Language (BSL) to support students with communication needs.
- Ability to plan and deliver engaging, individualised sessions that promote learning through sensory play, kinaesthetic activities, and life skills.
- Strong understanding of safeguarding practices, risk assessments, and experience building safe, professional relationships with vulnerable students, their carers, and family members.
- Alignment with the company's values and commitment to the protection, safeguarding, and well-being of children and young people.
- Must have the right to work in the UK and hold an enhanced DBS certificate.
- Regular access to a car and/or public transport, with a willingness to travel up to an hour for sessions, as locations may vary.
- Excellent written and verbal communication skills with good command of English, along with strong IT literacy and access to a smartphone and home computer/laptop.
- Ongoing commitment to keeping annual training up-to-date and engaging in continuous professional development (CPD).

To be considered for this role you will need to have:

- the Right to Work and remain in the UK.
- an enhanced DBS certificate (if not, you will need to apply for a new one if successful).
- excellent communication skills and a good command of the English language, both written and spoken.
- a minimum of 2 years' professional experience working with vulnerable children or young people.
- experience supporting students with additional needs such as Autism, GDD, ADHD and/or SEMH.
- experience establishing safe and professional relationships with vulnerable students along with their carers and/or family members.

Competencies

Collaboration and Teamwork

Work co-operatively with your Education Coordinator and other Education Specialists, contributing to positive outcomes. Facilitate a work environment that promotes the overall wellbeing of your student, demonstrating your commitment to their development and future. Be an ambassador for your student as well as Fresh Start in Education. Inspire and encourage others. Set clear boundaries. Show understanding and awareness of other's needs and responsibilities. Be curious and confident to ask for support as well as giving support to others.

Communicating with others

Communicate effectively with others, particularly your Education Coordinator. Listen to guidance and be open to give and receive feedback. Demonstrate confidence to check understanding as well as providing information to others. Use the most appropriate means of communication for the situation and people involved. Accurately make note of, log and pass on information when necessary. Show a commitment to effective communication.

Upholding ethics and values

Uphold and put into practice the company's values. Act with complete integrity, authenticity and trustworthiness. Advocate the services provided by the company. Facilitate a work environment that promotes the values and ethos of the company, holding staff to account for unacceptable behaviour.

Organisation and Planning

Plan and prepare effective lesson plans centred around the needs, interests, triggers and behaviours of each student. Anticipate and adjust quickly to frequent changes or setbacks. Prepare variations of content and dynamically evaluate lessons, resources and current state of the student. Differentiate instructional methods and assessment for students. Demonstrate resilience, calm when under pressure, and ability to respond quickly and appropriately to a challenge.

Teaching and Engagement

Demonstrate a deep understanding of and passion for subjects taught. Show an ability to scaffold learning and differentiate instruction to accommodate different learning styles, abilities and backgrounds. Evidence commitment to staying updated on best practice and improving one's own professional development. Demonstrate holistic and person-centred engagement strategies, supporting the student's social, emotional and academic development.

Acknowledgement

This job description has been designed to indicate the general nature and level of the work performance by employees within this post. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications / experience required by employees assigned to the role. These may be subject to future amendments following appropriate consultation.

Safeguarding

Our company is founded on safeguarding principles, and this is evident not only throughout our policies and procedures but is demonstrated through our staff's dedication and commitment to keeping children safe.

The recruitment process shares and reflects this ethos and due to the stringent and rigorous checks implemented, we ensure that only the most suitable candidates will be considered. The checks include:

- employment and character reference checks
- enhanced Child and Adult DBS checks
- ID, Right to Work and proof of address checks
- validation of UK and international qualifications and training
- International Police Checks (if applicable)

Benefits

Fresh Start in Education Ltd. believes in investing in its staff and wants to make working for the company an enjoyable and rewarding experience. So, as well as being a part of a national team of specialists, you would benefit from:

- Competitive hourly rate - £25 - £35 per hour
- Additional £15 per session available to use for resources and activities
- Subsidised travel and refreshments
- Free wellbeing and counselling service
- Discounts and savings vouchers for high street and online shops, cinemas and gyms
- CPD & training opportunities throughout the year
- Length of service awards
- Facebook forum
- £110 overnight allowance if staying away

Travel

For fuel expenses, Fresh Start in Education pays 45p per mile after the first 30 miles of a round trip each day. The company also contributes to public transport expenses by paying additional costs to standard forms of travel after the first £10.

Contract

This position involves engaging with us as a Worker, to provide short-term provisions as and when they arise. You will need to be available to deliver a minimum of two consistent weekly

sessions between Monday – Friday 9am – 4pm. Each session is a minimum of 3 hours in length. You will work through a contract for service and will be paid via PAYE. You will be set an hourly rate (between £25 - £35*). We cannot guarantee a set amount of work for a set period of time. Our insurance covers the work you do for us.

*Please note this rate is inclusive of holiday pay and preparation and reporting time. If working as a support in a 2:1 placement, you will not be required to prepare or write reports and therefore your hourly rate will be adjusted to reflect this.

Equal Opportunities

We are committed to ensuring equal opportunities for all staff and clients. Fresh Start aims to provide a working environment in which staff can realise their full potential and participate in successful work practices irrespective of their protected characteristics and or socio-economic background, or membership or non-membership of a trade union. We are committed to identifying and eliminating discriminatory practices, procedures and attitudes. We also expect staff to support this commitment and to assist in its realisation in every way possible.

Applying

In line with the statutory guidance Keeping Children Safe in Education (KCSIE 2024), all candidates must pass our strict processes to ensure their suitability to work with children and young people before being considered for work with us. As part of our commitment to safer recruitment, shortlisted candidates will undergo thorough background checks and additional online searches will be conducted. Due to the nature of this position you're required to fully disclose spent, unspent and protected convictions, cautions, reprimands and warnings.

Probation and Appraisals

Lesson observations and reviews are carried out to provide Education Specialists with feedback and the opportunity for development both personally and professionally.

Successful candidates must have the right to work in the UK and provide an Enhanced DBS Certificate.

At Fresh Start in Education Ltd., our entire recruitment process is centred around Safeguarding and Child Protection. Therefore, all successful candidates undergo thorough pre-employment checks, referencing checks as well as enhanced Child and Adult DBS checks.