

## Outreach Worker

### Role Profile

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Location: Vanguard School / Occasional remote working

Responsible to: Designated Safeguarding Lead

Hours: 08:30-16:30 - 3 days per week (Term Time Only)

Salary: FTE £21,563 to £22,097 range (EAS2) – pro rata

### Job Description

#### Purpose

As an outreach worker you will work as part of the school's safeguarding and inclusion team to support, motivate and guide pupils, to help them overcome barriers that are preventing them from achieving their full potential. You'll work closely with teachers and other staff to identify the needs of learners who require help and plan how to support them.

#### Principal Accountabilities

Working as part of the school's safeguarding and inclusion team, the mentor will:

- Listen to learners and help them resolve a range of issues that are creating barriers to their learning
- To promote positive behaviour patterns, raise self-esteem and improve independent working in pupils to assist their education and growth.
- To support the physical and emotional well-being of pupils.
- To promote and support inclusion for all children including pupils with SEN, EAL and those with a physical disability.
- To build and maintain positive and professional relationships with pupils, treating all children consistently, with respect and consideration.
- To help develop pupils' confidence and self-esteem through listening to them and devising appropriate programmes of support.
- Draw up agreed action plans with learners, outlining the aims of the mentoring, and monitor their progress

- Liaise with staff to identify learners who would benefit from mentoring
- Liaise with the safeguarding and inclusion team to offer mentoring support to pupils currently not attending school or at risk of attendance concerns. Work collaboratively with the multidisciplinary team to support engagement with learning
- Maintain accurate records and prepare written reports and evaluations to monitor effectiveness of interventions whilst monitoring attendance and punctuality of learners
- Inspire and motivate learners and help to promote positive behaviour
- Support with the delivery and formation of bespoke transitions plans to support pupil re-integration back to school
- To act as the link person between the school and students/parents with regard to attendance
- Facilitate home learning through various means; building and delivering bespoke home learning packs, supporting pupils to engage with tutoring sessions and supporting with the delivery of home learning through online platforms
- Carry out home visits to particular students with attendance concerns in line with the LAT 'Home Visit Policy'
- Meet weekly with the safeguarding and inclusion team to discuss individual pupil attendance and strategies to improve school attendance

Job descriptions only reflect around 80% of a role, and are not an exhaustive list of duties. You are expected to carry out other activities that are within the scope of the role. The job description will be kept under review, and modified from time to time.

All members of the Liberty Academy Trust community are driven by the three core values of courage, determination, and teamwork.

## Person Specification

***'The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The role is subject to references and an enhanced DBS check.'***

### Essential

#### Knowledge, Skills and Experience

1. To have qualifications in Maths and English GCSE, grade C or above or equivalent.
2. A sound understanding of autism, its implications for safeguarding, and the impact of autism appropriate educational interventions
3. To have the ability to communicate using standard English
4. Good IT skills, including Microsoft Office applications
5. Previous experience in a similar role
6. Experience of resolving problems and handling challenging situations
7. Working closely with multi-disciplinary teams
8. A passion for specialist autism provision which improves life chances
9. An understanding of and commitment to the aims, vision and values of the Liberty Academy Trust
10. High degree of professionalism in dealing with sensitive information, maintaining confidentiality where necessary
11. Resilience and maturity; able to deal effectively with difficult situations
12. A high degree of emotional intelligence; able to work effectively with and advocate for students, including those with autism and those in vulnerable situations
13. A strong team player; able to act as a positive role model for colleagues
14. A demonstrable commitment to continuing professional development