



LEARNING MENTOR

SCHOOL OF SCIENCE AND TECHNOLOGY MAIDSTONE



JOB DESCRIPTION	
Job Title	Learning Mentor
Grade	VIAT 5
School / Department	SST Maidstone
Base	SST Maidstone
Hours	37 per week, Term Time Only
Reports to	SENCO
Accountable to	Headteacher

Job Summary

To mentor pupils on an individual or group basis and support them in addressing barriers to learning, raise aspirations and achieve their full potential. The post holder will provide one to one support and group work sessions to support cognitive and social development.

Key Working Relationships

- Headteacher;
- Leadership Team;
- SENCO;
- Head of Year;
- Teachers and Students;
- Safeguarding and health and safety leads.

Key Responsibilities

This is a varied role and particular responsibilities will include, but are not limited to:

- To identify any barriers to achievement and/or learning for students with SEND
- To recommend and implement interventions and strategies for SEND students.
- To liaise with internal and external agencies in order to devise and implement strategies to overcome barriers to learning.
- To work alongside the relevant Head of Year and Pastoral Team in developing support packages for students.
- Monitor the attendance and punctuality of identified SEND students.
- Develop a mentoring relationship with students
- Develop and deliver personalised learning support as needed in the curriculum to support individuals and small groups.
- Attend lessons with students to support them in the classroom.
- To support the induction of new entrants with SEND to the school.
- Assist students with their classwork, homework and other skills
- To assist with the administration as required.

Safeguarding

As a VIAT employee you will commit to safeguarding and promoting the welfare of children and young people.

Equality and diversity

The Trust expects every employee to take responsibility for promoting a culture that values and respects difference.

Statement

The list of duties in this job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job, and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

PERSON SPECIFICATION

AREA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> • To be willing and able to work towards gaining any relevant qualifications, attending training and to take responsibility for your own development. • Good standard of education (5xGCSE with a Grade C/4 or above in English and Maths) 	<ul style="list-style-type: none"> • Learning Support qualification • Education to A Level
Experience	<ul style="list-style-type: none"> • Experience of supporting learners in a Secondary School setting • Experience of working collaboratively as part of a team. 	<ul style="list-style-type: none"> • Experience of supporting students with physical disabilities • Experience of working with a range of support strategies to enable students with SEN to engage successfully in the curriculum
Knowledge	<ul style="list-style-type: none"> • An understanding of approaches to support students with SEN • An understanding of the different areas of SEN. 	<ul style="list-style-type: none"> • Specific knowledge about areas of SEN, including strategies to support differing needs
Skills	<ul style="list-style-type: none"> • Be able to adapt your communication style and be able to develop skills to suit the needs of the students that you are working with. • Be able to work with others to identify and address individual barriers to students • Excellent verbal and written communication skills • Time management skills • Be able and willing to support students to participate in a range of physical therapy programmes. 	<ul style="list-style-type: none"> • Experience of sharing knowledge of SEN to others.
Attributes	<ul style="list-style-type: none"> • Be able and willing to provide physical support to students (eg to assist in safely lifting and moving students as needed). • Able to work supportively as a team member and able to take own initiative when working independently. • A positive approach to self-improvement 	