

Role Profile: Skills Coach



What you will do

The Skills Coach is central to the delivery of Our Supported Internship Programme. The role supports a caseload of learners giving end to end individualised employment support. As such the Skills coach will need to be able to work independently and collaboratively with Tutors & the Employer Engagement Officer to support learners to complete all elements of the programme in line with requirements.

The post holder will be responsible for learner progression in the workplace and achieving outcomes for the learner. They will deliver support in various ways; 1-1 job coaching, working with learners to develop employability skills and embed English and Maths learning in the workplace. They will ensure people learn the skills needed to achieve sustained paid employment.

There will be elements of pastoral support, and signposting to other agencies for specialist support such as social, community, benefits, health & wellbeing.

About you

You believe in supporting people to achieve their dreams and aspirations

Candidates from all backgrounds welcome! We are looking for people with a passion and drive to improve the lives of people with a learning disability.

What you will bring

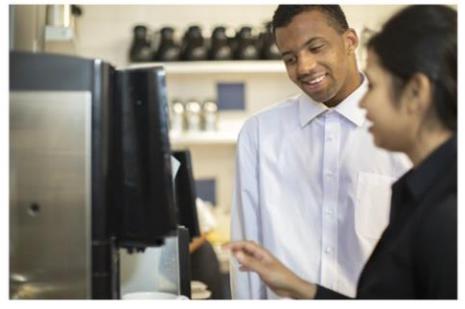
- A positive attitude and enthusiasm to support young people with SEN.
- Ability to manage different situations in a sensitive and timely manner.
- Strong communication, record keeping and organisational skills.
- Ability to build professional relationships with a variety of stakeholders.

Your experience

- Experience of supporting people in a classroom or workplace setting.
- Experience professionally or personally with learning disability.
- Experience of managing a caseload and balancing priorities.
- A-C/9-4 English and maths GCSE or equivalent.

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mencap



More information about the role

The Skills coach will be responsible for conducting vocational profiling, careers guidance, travel training, health & safety in the workplace, job coaching, providing Access to Work timesheets, maintain good employer relationships, & sometimes provide learning disability awareness training to employers.

The Skills coach will support the Tutor with embedding workplace learning needs in classroom sessions, agreeing ILP targets, recording and monitoring attendance, and feeding into termly reviews.

They will work closely with the Tutor to ensure robust individual learner assessment processes are followed to set targets and goals. They will support with monitoring progression, collecting and inputting data as required by the programme. They will be responsible for ensuring that individuals develop the skills to be able to enter paid employment within targets set by Mencap and the programme. Where individuals have higher level support needs the Skills Coach will work with the Tutors to provide additional learning support within sessions.

Join the team and be part of an organisation passionate about making the UK the best place for people with a learning disability to live happy and healthy lives.

What will Mencap give you

- A rewarding and challenging role where you can make a positive impact on the lives of young people.
- Passionate and driven colleagues that work to Mencap's values.

How to apply

Please apply with an up to date CV that demonstrates your skills and experiences relevant for this position.

If you require any further information please contact our Recruitment Team on 01733 246 699

Who you can expect to work with

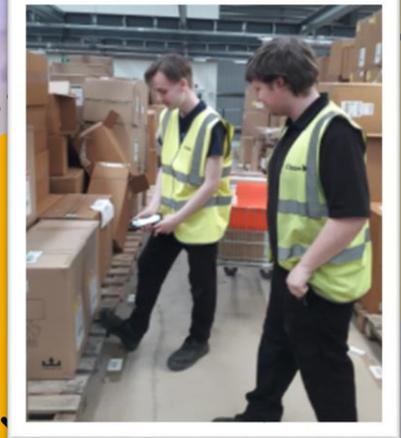
Learners
with SEN

Employment
team
colleagues

External
employers

Families and
carers

Local
communities
and services



Mencap's values and how they apply to this role

We are
Passionate
about making
the world a
better place

You will have a genuine passion for changing the lives of young people and supporting their transition into work.

We are
Inclusive
of everyone

You will advocate for inclusion in the workplace and be a positive role model for learners.

We are
Brave
we challenge
and try new
things

You will encourage learners to try new things and step out of their comfort zone, being brave when faced with challenges.

We are
Positive
in our work
and with each
other

You will highlight and celebrate how unique each learner is. You will positively approach their journey to employment.

We are
Kind
to everyone

You will be kind, supportive and encouraging to everyone you interact with.