



JOB PROFILE

Job Title:	Pastoral Advocate - Secondary	School/Department:	Temple Learning Academy
Salary Grade:	FTE: C3 £29,777 - £31,364 per annum Actual salary: £25,505 - £26,864 per annum	Working Hours:	Full Time, 37 hours pw 8.00am – 4.20pm term time + training days
Contract Type:	Maternity cover Ends December 31 st 2024	Location:	Leeds

Responsible to: Assistant Principal for Behaviour and Attitudes

Role summary:

As a pastoral advocate you will be joining a team which is committed in supporting the pastoral care of young people in education. If you have the skills to build relationships and positively influence students whilst coaching them through their own personal challenges? This is the role for you!

Red Kite Learning Trust is committed to safeguarding and promoting the welfare of students and expects all colleagues and volunteers to share this commitment.

Special conditions of service:

No smoking policy, including e-cigarettes.

Role specific responsibilities:

- Work closely with the Assistant Principal in identifying students and groups of students, including those that are disadvantaged, who are at risk of underachieving.
- Liaise with appropriate staff and other agencies to effectively support students' pastoral needs, including social, emotional and mental health needs; behavioural difficulties; improvements to attendance; personal development and welfare needs.
- Establish and maintain an ethos of high standards from all students in the year groups you support.
- Ensure accuracy and consistency in the application of the Behaviour Policy.
- Maintain regular contact with families/carers of students in need of extra support, to keep them informed of the child's needs and progress, and to secure positive family support and involvement.

RK People responsibilities:

- Contribute to the overall aims and values of our Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required
- Comply with all Trust policies and procedures including child protection, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person
- Contribute to ensuring safeguarding procedures are in place and used effectively at all times

The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in the job profile but which is in line with the general scope, grade and responsibilities of the role.



Our Trust Mission

Nurturing ambition, delivering excellence and enriching children's lives.



Our Trust Values



Collaboration

We pull together to deliver the best outcomes for every child in every school, working with professional generosity and openness for the common good. We share joy in our achievements - personal and collective.



Integrity

We put ethical leadership and excellent governance at the heart of our Trust, serving our schools and communities with fairness, honesty and transparency and a hunger for social justice.



Respect

We champion equity, equality and diversity. We treat our children, families, staff and partners with respect and kindness - modelling our values and wanting the very best for each other.

Our Trust Goals



We champion learning

Learning together creatively with a rich and broad curriculum, where great teaching and confident reading are fundamental to enriching children's lives.



We promote wellbeing

Ensuring the wellbeing of every child and member of staff in our Trust.



We invest in our people

Supporting every member of staff throughout their career to be the best that they can be.



We innovate with technology

Enabling all learners to harness technology, ensuring all have access at home, and innovating with technology for learning.



We are our Trust

Growing together collaboratively we will strengthen our Trust for the benefit of our children, our staff, our communities and our environment.

PEOPLE PROFILE

Aptitudes and Characteristics	Essential	Desirable
Experience of working with young people and developing them.	√	
Experience of working with students within an agreed behaviour management policy	√	
An ability to develop positive relationships with a wide range of young people	√	
Experience of providing pastoral support to young people that has demonstratable impact on improving outcomes	√	
Able to communicate effectively with staff, students, parents/carers	√	
Good written and spoken interpersonal skills	√	
Negotiating Skills	√	
An ability to keep accurate and up to date records	√	
The ability to be flexible in working patterns and adapt accordingly and appropriately to the dynamic nature of working with young people.	√	
Effective presentation skills suitable for range of audiences.		√
counselling or coaching skills		√



Understanding current educational issues and initiatives		√
Qualifications, Knowledge and Experience	Essential	Desirable
GCSE Level of Education or above	√	
High level of ICT Skills	√	
Degree level of education		√
Ability to work under pressure and meet deadlines	√	
Commitment to raising levels of achievement for all students	√	
Committed to own continuing professional development	√	
Commitment to equality of opportunity	√	
Commitment to the safeguarding of our students	√	
Safeguarding and Promoting the Welfare of Students	Essential	Desirable
An appropriate motivation to work with children and young people	√	
Ability to maintain appropriate relationships and personal boundaries with children and young people	√	
Emotional resilience in working with challenging behaviours and appropriate attitudes to the use of authority and maintaining discipline	√	

