
Job Description

Post Title:	Mentor
Role:	To provide the effective, high quality, mentoring of 16+ students
Salary:	Dependent on qualifications and experience (Teachers' pay and conditions apply)
Responsible to:	The Head of Education

DUTIES AND RESPONSIBILITIES

- To prepare, and support, 16+ students in local Further Education college placements
- To liaise with local Further Education Colleges, and training providers, as well as securing and monitoring placements for 16+ students
- To provide, school-based, activities as required
- To develop and make links with placing authorities' Connexions Service
- To deliver appropriate Careers Education and Work Related Learning to KS3 and KS4 pupils
- To organise, plan and monitor work experience placements for Y10 and 11 students, and work based learning for Y9 students
- To prepare, present and maintain plans and records for all students and students worked with
- To have responsibility for devising and implementing a Careers Work-related Learning Policy and Scheme of Work/activities
- To write reports for and attend Annual (SEN) and LAC reviews
- To guide and enable young people to make informed future careers and training choices
- To encourage all pupils to develop a sense of responsibility for themselves, other people and their environment.
- To work to implement equality of opportunity throughout the school.
- To foster liaison with parents and other interested parties.
- To foster own professional development by attending the appropriate courses and school based In-Service days.
- To keep abreast of developments in educational theory and practice.
- To attend staff meetings.

And for our young people:

- To ensure a basic right to safety and security.

- ❑ To maximise individual potential and provide opportunities for success.
- ❑ To provide care and education to the highest standard.
- ❑ To encourage emotional, intellectual, social and spiritual growth.
- ❑ To help to transform attitudes and behaviours which are dysfunctional or anti-social.
- ❑ To ensure a healing experience and provide a platform for recovery.
- ❑ To develop and encourage a sense of enjoyment, affection and shared community and organise activities that contribute to the 24 hour curriculum.

CONDITIONS OF SERVICE

- ❑ Stakeholder pension scheme – 3% employer contribution or Teachers Pension Scheme.
- ❑ Sickness payments are made in accordance with the General Conditions of Service.
- ❑ The annual leave entitlement is 11 weeks inclusive of statutory, extra statutory and general national holidays plus 5 duvet days.
- ❑ For part-time position, days of work to be negotiated.