

Person Specification

Job Title:	Learning Mentor	Job Number:	L3315D
Directorate:	Peoples	Post Number:	1006897
Service:	Primary Schools	Grade:	5
Location:	Courthouse Green Primary School		

Desirable	<ul style="list-style-type: none"> Qualification in Teaching English for Speakers of Other Languages (ESOL) Qualification or experience of being Deputy Designated Safeguarding Leader Trained in Solution Focused approaches
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Area	Description	Criteria will be measured by:
Knowledge:	<ul style="list-style-type: none"> An understanding of the challenges facing children from a disadvantaged community 	Application/ Interview/Task/Obs
	<ul style="list-style-type: none"> An understanding of mentoring relationships with disadvantaged children and their families 	App/Int
	<ul style="list-style-type: none"> An understanding of the range of agencies and activities that provide support to vulnerable children 	Int/Task/Obs
	<ul style="list-style-type: none"> An understanding of safeguarding, leading supportive conversations 	App/Int/Task/Obs
	<ul style="list-style-type: none"> A working knowledge of policies and codes of practice in areas specific to the post and safeguarding experience and knowledge 	App/Int
	<ul style="list-style-type: none"> An understanding of relevant legislation in relation to the post 	App/Int
	<ul style="list-style-type: none"> An understanding of Thrive and Trauma and the relational approach to supporting children 	App/Int/Task/Obs
	<ul style="list-style-type: none"> An ability to plan and lead direct work sessions reflective of our school approach 	App/Int/Task/Obs

Skills and Abilities:	<ul style="list-style-type: none"> To devise and implement action plans for individual children and their families 	Task/Obs
	<ul style="list-style-type: none"> Very good verbal and written communication skills in face to face situations and group work, the production of accurate records, draft action plans and by contributing to reports for senior management team and governors. 	App/Int/Task/Obs
	<ul style="list-style-type: none"> To engage constructively with, and relate to, a range of children who may be disaffected from school or disengaged from the learning process, and with their families and carers 	App/Int
	<ul style="list-style-type: none"> To identify and set targets for the development for individual children 	Task/Obs
	<ul style="list-style-type: none"> To work effectively with teachers and senior leaders within school 	App/Int
	<ul style="list-style-type: none"> To work effectively and network with a wide range of support services 	App/Int
	<ul style="list-style-type: none"> To develop productive and supportive relationships with children 	App/Int
	<ul style="list-style-type: none"> Good IT skills, the school IT system and other packages as appropriate (SIMS experience is desirable) 	App/Task/Obs

	<ul style="list-style-type: none"> To work independently with minimum supervision but also as part of a team 	App/Int
	<ul style="list-style-type: none"> To evaluate own learning needs 	App/Int
	<ul style="list-style-type: none"> To prioritise own workload and meet deadlines/targets as necessary 	Task
	<ul style="list-style-type: none"> Collaborative skills – to effectively support and organise team workloads, staff development and support staff welfare within the team. 	Int
	<ul style="list-style-type: none"> Presentation skills and the ability to support the delivery of strategy 	Task

Experience:	<ul style="list-style-type: none"> Evidence of implementing strategy and initiatives. 	App/Int
	<ul style="list-style-type: none"> Individual support for children and young people 	App
	<ul style="list-style-type: none"> Evidence of working as part of a team 	App

Educational:	<ul style="list-style-type: none"> A relevant qualification in working with children at NVQ2 and Level/National Qualifications Framework (NQF) Level 3 or above or evidence of equivalent experience in a professional environment 	App
	<ul style="list-style-type: none"> Evidence of training and development undertaken with regard to the role of Learning Mentor or improving own performance in the workplace 	App
	<ul style="list-style-type: none"> A minimum of GCSE English A – C or equivalent 	App

Special Requirement	<ul style="list-style-type: none"> Willingness to undertake further training as appropriate Valid clean driving license, with access to a car 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. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment. 	Int App Int
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Date Reviewed: Sept 2021