



KENT COUNTY COUNCIL

JOB TITLE: LEARNING MENTOR – SPEECH & LANGUAGE

Directorate: Education & Libraries

Reports to: AEN Leader

Grade: KR5

1. PURPOSE OF JOB

To mentor pupils on an individual or group basis to support their Speech and Language Development, addressing barriers to learning, raise aspirations and achieve their full potential.

KEY DUTIES AND RESPONSIBILITIES:

- Liaise with teaching staff and other agencies to identify students in need of support. Agree appropriate strategies and interventions. Carry out class and individual assessment
- Devise, plan, implement and action plans in conjunction with teaching staff. Contribute to the monitoring and evaluation of the effectiveness of support strategies and interventions
- To assess children using Speech Link Programme and to identify needs and strategies to support individual children
- To identify students with speech and language difficulties
- To prepare and carry out a programme of study to support each student
- Maintain regular contact with families/carers of students in need of extra support to secure positive family support and involvement in the child's development
- To signpost pupils/families to other activities, opportunities and organisations available to them to support them in achieving their full potential
- To prepare specialised resources for identified students and create tasks in alternative forms as required by students.
- Demonstrate commitment to personal development and acquisition of further skills and knowledge
- To work in collaboration with all teaching staff, assistants and parents/carers, sharing knowledge, experience and skills
- To maintain accurate records and share information with colleagues as appropriate and refer on as required
- Comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Head Teacher/AEN Leader to carry out appropriate duties within the context of the job, skills and grade.

PERSON SPECIFICATION: LEARNING MENTOR – WELL BEING

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Level 2 Diploma (or equivalent).• Requires knowledge and procedures for supporting and leading learning activities in the specialist area of speech & language.
EXPERIENCE	<ul style="list-style-type: none">• Successful relevant experience of working with children.• Experience of securing good or outstanding progress & outcome
SKILLS AND ABILITIES	<ul style="list-style-type: none">• An understanding of how to support individual student needs.• Ability to relate well to children and adults.• Sound ICT knowledge and ability to demonstrate effective use of ICT to enhance understanding.• Ability to use detailed knowledge and specialist skills to support learning.• Ability to produce reports and to provide feedback.
KNOWLEDGE	<ul style="list-style-type: none">• Knowledge and background in working with speech and language interventions.• Knowledge of planning learning programmes and activities.• Monitor student responses and adapt programmes.• Have good working knowledge of relevant policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality.
	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Knowledge and skills equivalent to national qualifications level 3.• Specialist speech and language qualification or equivalent.
EXPERIENCE	<ul style="list-style-type: none">• Previous experience of working with students with speech and language needs.• Experience of advising / guiding others.• Experience of children with additional learning needs

SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Knowledge of Speech and Language strategies. • Ability to build rapport, engage and motivate others. • Good interpersonal and excellent communication, listening and observation skills. • Ability to deal with difficult/sensitive situations. • Ability to manage confidential information. • Organisational abilities and accurate record keeping skills. • Ability to work without immediate supervisions within the boundaries of the role.
KNOWLEDGE	<ul style="list-style-type: none"> • Sound knowledge and understanding of child growth and development. • Knowledge of barriers to learning. • Demonstrate an understanding of confidentiality and safeguarding / child protection issues in a school setting.