



Goldwyn School

Job Description - Specialist Engagement Officer

Employed For:	32.5 hours per week term time only plus staff development days
Hours of Work:	Please note that a level of flexibility is required for this post depending on the timetables of individual students.
Employed at:	Goldwyn Plus, Ashford
Responsible To:	Director of Pathway/Senior Vice Principal/Principal
Purpose:	To be responsible for planning, implementing and reviewing a number of holistic one to one or small group intervention programmes for learners with complex SEMH needs, helping them to re-engage in education and a school setting. Driving is essential as you will be visiting students at home.

Key Duties and Responsibilities:

1. To promote and actively support the mental health and wellbeing of our students by developing and delivering SEMH interventions to students who are struggling to engage in a traditional classroom offer- using research lead approaches for Emotional Based School Anxiety Avoidance.
2. Work one-to-one, or in small groups with designated students with the aim of reducing SEMH deficits, creating long term positive attitude changes and developing students' life skills and aspirations.
3. Offer a range of flexible approaches to break barriers for students with complex needs. (Virtual teaching, outreach, home visits)
4. Offer support and guidance around mental health, wellbeing and developing a positive mind-set and be able to deliver interventions around these areas.
5. To establish, develop and sustain productive working relationships with students, parents and staff of other schools/agencies acting as a positive role model. Report on progress for multi agency meetings.
6. Ensure the content and delivery of the mentoring sessions is tailored to the needs of the students.
7. Aim to narrow emotional deficits of the students you are working with by following research-based intervention programmes such as EBSA ELSA Zones of Regulation.
8. To work with the Pastoral Leads across school pathways to support students to work towards reintegration to full time education.
9. Work closely with SMT, the SENDCo and the wider staff team to regularly assess and develop your skills.
10. Track, monitor and evaluate the impact of interventions; analysing data and reporting to Senior Leaders.
11. To review the progress made at the end of each programme, with recommendations for next steps and share these with the staff team.



12. To plan opportunities to develop the social, moral, emotional and cultural aspects of students' learning.
13. Maintain individual student progress records as necessary and ensure that they are kept up to date using the MIS system
14. Plan and deliver professional development, contributing to whole school professional development.
15. To monitor progress and report on this regularly
16. To provide progress data to support the EHCP review process General
17. Act with integrity, honesty and professional competence and understand the importance of confidentiality.
18. Have a positive attitude towards working with vulnerable young people including ability to be understanding, responsive, calm and supportive.
19. Demonstrate day to day commitment to the School's vision and core values.
20. Comply with policies, procedures and undertake relevant training relating to child protection, health, safety & security, confidentiality and data protection, reporting all concerns to an appropriate person.

Health & Safety

- To be ever mindful of the dangers that threaten the wellbeing of students and staff alike
- To supervise the use and care of the learning environment.

Performance Development:

- All staff must complete a satisfactory Performance Review in accordance with the Pay Policy to ensure pay progression

Staff Development:

- To assess development and training needs and discuss with line manager.
- To set your own targets before any development activity (linked to the relevant standards). To review and evaluate the activity after completion, cascading information to the appropriate team when relevant.
- To keep personal records of all staff development activities in which you are/have been involved.

To carry out as requested from time to time any other additional duties as may be reasonably required by the Principal.

This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post. In addition it may be amended at any time after consultation with you.