**JOB DESCRIPTION**

**Job Title: Faculty of Support and Guidance Wellbeing Mentor**

**Job Purpose:** Working as part of the Wellbeing Team to deliver specialist mental health mentoring sessions and interventions for students within specific professional guidelines and internal policies, to promote independence and enable students to fully reach their potential and maximise their academic student experience.

**Responsible to:** Assistant Headteacher (Mental Health and Wellbeing)

**Salary:** Kent Range 5 (Salary Range £18,059 - £19,863 pro rata)

**Hours:** 35 hours per week, Term Time plus 5 training days

**Working in the Simon Langton Schools and contributing to the Langton Ethos**

Whatever your role in the schools, as amember of the Langton staff you play a part in supporting the teaching and learning aims of the school and in encouraging the personal development of all students.

For all members of Langton staff our fulfilment is gained through participating in the life of the schools and observing the impact we have on our students. We are working to help all our students to develop a sense of identity which will help them to become independent and autonomous adults with the personal resilience and intellectual courage to lead successful and meaningful adult lives.

**Our contribution to Langton students**

The Langton Ethos is a guideline which describes the attitudes of fulfilment, belonging and, above all, the sense of wonder we hope to develop in our students. These attitudes can be described simply:

**Fulfilment** Fulfilment involves achievement but this is not simply achievement in examinations and tests. It may refer to the sense of fulfilment gained through participation in any one of the huge range of opportunities made available to our students.

**Belonging** Meaningful achievement in school helps a student to develop a sense of identity, both as an individual and within the context of the Langton Ethos and, in turn, this sense of belonging gives rise to greater levels of commitment, achievement and success.

**Sense of** We encourage our students to ask big questions that address the complexities of the

**Wonder** universe, the world and the human condition. Our vision is for students to be struck

by sensations of humility, awe and wonder at the scale of the universe, the

complexity of life and the significance of human thought, encouraging in them

reflection and profound contemplation that they may consider and appreciate the

value of life and how it can be meaningfully lived.

**Main Duties and Responsibilities:**

**Under the direction of the Assistant Headteacher (Mental Health and Wellbeing) and within the Wellbeing Team:**

* To provide individual interventions to empower students to manage their mental health in relation to their academic progression, promoting strategies for independent learning, living and self-management.
* To liaise and coordinate support in conjunction with medical services, external providers of mental health services and academic and student support services as appropriate.
* To undertake accurate records and use our safeguarding software (CPOMS) to keep staff informed of intervention and support provided. To ensure that records are kept in an appropriate manner, complying with relevant legislation e.g. Data Protection Act and Freedom of Information Act.
* To undergo regular supervisions of caseload with the Assistant Headteacher (Mental Health and Wellbeing) to report emerging issues to Wellbeing Triage or Designated Safeguarding Lead as appropriate.
* To work collaboratively and develop existing networks with internal and external services that support the mental health and wellbeing of the students.
* To attend training sessions, reviews, team meetings and meeting other institutional staff as required.
* To represent the Wellbeing Team. To liaise with academic staff when appropriate and promote staff student relationships.

* To keep up to date on mental health and wellbeing issues and developments in the mental health field, in Secondary education and in equality and disability legislation.
* To attend training courses as identified and agreed for appropriate development.
* To work within and alongside other professionals and teachers within the school such as HOY/Form Tutor to offer guidance on school wellbeing concerns.
* To embed within the school structure, opportunities and educational opportunities to build a positive image of mental health and promote the ethos positive wellbeing.

*Updated February 2019*