

Job Description

Job Title : Wellbeing/Learning Mentor

Hours : 32.5 hours per week. 8.30am - 3.30pm (inclusive of a 30-minute lunch break daily). Term time only

Grade: Kent Range 7 (currently £22,581 - £25,564.00 per annum – FTE)

Responsible to : Deputy Headteacher

Role Purpose :

- To ensure that The Maplesden Noakes school is a place where children thrive and learning matters by upholding and modelling the school's values in all aspects of the role.
- Maplesden Noakes is a HPL school where we believe that all students, regardless of prior attainment are capable of achieving at the very highest level.
- In order for children to flourish they should first be supported and enabled to develop self-esteem, self-respect and self-confidence.
- Through nurture and care, coupled with the experience of committed teachers and support staff, children will be able to be fully engaged in their learning and achieve their potential.
- **The Wellbeing/Learning Mentor will work with individual students or small groups of students that are experiencing difficulties at school and/or home life. They will develop strong positive and productive relationships with students to identify the roots causes of any issues and work towards achievable goals to help build self esteem, improve relationships and attainment, or engage in positive activities within the school or local community**

Main Duties:

- Act as a mentor and develop strong, honest, positive, productive, mutually respectful and trusting relationships with students.
- Identify any barriers to student success and wellbeing and work with the student to overcome these barriers, by employing a range of strategies.
- Work with students to build resilience, develop interests and talents, stay away from risk taking activities and raise aspirations.
- Liaise with the pastoral team, class teachers and any outside agencies to ensure a cohesive approach to the student's wellbeing.
- Keep comprehensive notes on any meetings and write up corresponding action plans.
- Be able to identify any safeguarding concerns in line with KCSIE and refer to DSL.

- Implement a referral system and prioritise student sessions in collaboration with Senior Assistant Head Teacher.
- Monitor the behavior, attendance and wellbeing of students on their caseload.
- Identify opportunities for students both inside and outside school to contribute to their development.
- Respond to any urgent or ad hoc requests for support as required by the Pastoral Team.

General:

- Participate in the performance and development review process and take personal responsibility for identifying training needs and opportunities in consultation with the Senior Assistant Head teacher
- Carry out all duties in accordance with due regard to the school policies such as Child Protection, Health and Safety, Equal Opportunities and Data Protection.
- Carry out other tasks as reasonably requested by the Senior Leadership Team.

Person Specification :

	CRITERIA	Essential	Desirable
QUALIFICATIONS	<ul style="list-style-type: none"> • GCSE or equivalent in English and Maths • Any relevant mentoring/ counselling qualifications. 	✓	✓
EXPERIENCE	<ul style="list-style-type: none"> • Extensive prior or current experience working with children and their families/carers in a mentoring/professional capacity • Proven track record in improving outcomes for young people. 	✓ ✓	

KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge of mentoring practice. • Knowledge of school attendance guidance. • Knowledge of educational provision at K/S 3 and K/S 4 • Understanding of Keeping Children Safe in Education (KCSIE) • An understanding of the impact of discrimination on the lives of socially excluded families, including those from minority ethnic communities and diverse backgrounds • Knowledge of 3rd party services which can support children and their families and how to access these services. • Knowledge of mental health services open to young people and their families • Knowledge of Early Help and Social services provision for families. • Knowledge of child development and impact of Adverse Childhood experiences. • Working Knowledge of SEN 	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	
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This job description is not designed to be an exhaustive list of duties and responsibilities, but represents the current key areas of work. There will be additional duties and responsibilities explicit in the role. The content of this post will be reviewed in consultation with the post holder when necessary.