

CASTLE BROMWICH JUNIOR SCHOOL

PERSON SPECIFICATION - POST TITLE: Learning Mentor

Section: Education **Salary Grade:** C **Salary Range:** £ 24702- £27334 FTE (starting salary subject to previous experience and incremental progression subject to performance in post)

Responsible to: Deputy Head Teacher **Responsible For:** The pupils they work with

Hours_Term time only plus Inset days= 39 weeks 31.5 hours Flexible lunch period (unpaid) according to children's need.

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> NVQ Level 3 or equivalent qualification or experience Competency in oral/written English and numeracy skills 	<ul style="list-style-type: none"> GCSE C+ or equivalent in English and mathematics Recent participation in a range of relevant training 	Application and skills tests
SKILLS AND ABILITIES	<ul style="list-style-type: none"> To devise and implement action plans for individual pupils Very good verbal and written communication skills in face to face situations and group work, Ability to produce accurate records, draft action plans for the line manager. With class teacher support identify and set targets for the development for individual pupils To work effectively with teachers and senior managers within the school To work effectively and network with appropriate community links Ability to plan and work as part of a team Ability to manage time and work priorities Be able to develop good working relationships with people from a wide range of age groups and backgrounds Ability to manage and share sensitive information Be able to understand issues from a young person's point of view. 		Application and skills test

EXPERIENCE	<ul style="list-style-type: none"> • Minimum of 2 years' experience working with children of relevant age and some experience of working with pupils with additional needs • Experience of working with parents/carers, teachers and the community to raise achievement of pupils • Experience of working with children in a learning context • Experience of dealing with difficult situations sensitively environment 	<ul style="list-style-type: none"> • Minimum of 4 years' experience of working in school with children or 1 year as a learning mentor • Experience of advising and assisting schools to meet the needs of pupils • Experience of working with other agencies • Recent involvement with parents 	Through application and interview
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge of strategies to engage pupils in school and work • Understanding of principles of child development and learning processes and in particular, barriers to learning • Some understanding of range of support services/providers • An understanding of the challenges facing young people from a disadvantaged background • An understanding of mentoring relationships with children • An understanding of the range of agencies and activities that provide support to vulnerable pupils 	<ul style="list-style-type: none"> • An understanding of the nurture programme • Good understanding of the factors promoting parental and community engagement with schools • Working knowledge of social and emotional learning programmes 	Through application and interview
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Ability to self evaluate learning needs and actively seek learning opportunities • Ability to manage behaviour needs • Ability to relate well to children and adults • Ability to work constructively as part of a team, understanding classroom roles and responsibilities and own position within these 	<ul style="list-style-type: none"> • Willingness to undertake training • Willingness to share expertise, knowledge and skills • Willingness to address challenging issues with clarity of purpose and diplomacy 	Through interview
Tristi Timms			