

## Job Profile: Academic Mentor - English



Salary:	£19,000 - £21,000
Working hours:	37 hours per week
Academy/department:	Bishop Young Academy
Responsible to:	Teacher of English
Nature of contract:	Fixed Term 1 September 2024 – 31 August 2025

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### Job purpose:

Responsible for delivering quality tuition sessions to small groups of students who may have encountered barriers to learning, specifically to English.

To contribute to the overall ethos, work and aims of the Academy.

### Job specific responsibilities:

- Your main responsibility in this role will be delivering support to students in either
  - Small group work
  - One-to-one support
  - Revision lessons (in groups or one-to-one)
- Work with the Achievement Director for English in the school to identify which pupils need 1:1, 1:2 or 1:3 support packages
- identify learning gaps and help to shape a bespoke intervention programme for pupils
- Deliver engaging sessions, to support a range of learning styles with clear learning objectives
- Differentiate sessions in line with pupils ability, taking into account any barriers to learning or additional needs
- Derive measurable outcomes from each session to track progress
- Promote the safety and wellbeing of students, alerting appropriate staff to problems or concerns observed and liaising with parents, and external bodies as appropriate and in accordance with academy policy
- Manage behaviour effectively to ensure a good and safe learning environment
- Communicate effectively with students, parents, carers and other colleagues, working collaboratively and cooperatively
- Be open and receptive to asking for, and providing, feedback, as appropriate, and to use feedback to grow personally and professionally
- Participate in arrangements made in accordance with the Trust approach to performance management
- To carry out supervisory duties in accordance with published schedules.

### Abbey MAT responsibilities

- Contribute to the overall aims and values of the academy and Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required
- Comply with all academy and Trust policies and procedures including child protection, safeguarding, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person
- To safeguard and promote the welfare of children for whom you have responsibility, or come into contact, including adhering to all specified procedures

- To promote and adhere to principles underpinning equalities in terms of employment and service delivery to ensure that colleagues are treated, and services delivered, in a fair and consistent manner.

*The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in this profile, but which is in line with the general scope, grade and responsibilities of the role.*

## People Profile:

<b>Aptitudes, qualities and values:</b>	<b>Essential</b>	<b>Desirable</b>
Ability to work flexibly and collaboratively as part of a team as well as on own	✓	
Self-motivated with the ability to work under pressure and be proactive	✓	
Able to work with and relate to young people across a range of ages and abilities	✓	
Possess personal integrity, warmth and a sense of humour	✓	
A team player with enthusiasm and commitment	✓	
An effective communicator, influencer and negotiator	✓	
A commitment to our mission and values demonstrated by current practice	✓	
Support the Christian ethos of Abbey Multi Academy Trust	✓	
<b>Qualifications, knowledge, skills and experience:</b>	<b>Essential</b>	<b>Desirable</b>
GCSE Maths and/or English grades A-C, or other equivalent qualifications that demonstrate good literacy and numeracy skills	✓	
Relevant degree (or equivalent)		✓
Recent, relevant professional learning and development	✓	
Evidence of high expectations which inspire, motivate and challenge every student	✓	
Excellent interpersonal, written and oral communication skills	✓	
Experience of understanding classroom roles and responsibilities and your own position within these	✓	
Participate in development and training opportunities	✓	
Awareness of the need to safeguard students' wellbeing, in accordance with statutory provisions and policies	✓	
<b>Safeguarding and promoting the welfare of students:</b>	<b>Essential</b>	<b>Desirable</b>
Appropriate motivation to work with children and young people	✓	
Ability to maintain appropriate relationships and personal boundaries with children and young people	✓	
Comply with the Trust's commitment to the protection and safeguarding of children	✓	

### Our Trust mission:

In partnership to Educate, Nurture and Empower

### Our Trust vision:

*Abbey Multi Academy Trust is committed to providing high quality education for all within an environment which is welcoming, disciplined and purposeful. Through a range of opportunities including academic, cultural and spiritual, our pupils and colleagues are empowered and nurtured to flourish and live 'life in all its fullness' (John 10:10).*

[www.abbeymat.co.uk](http://www.abbeymat.co.uk)



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