



Lead Practitioner for Mentoring

Full time

Job Description

Role Summary

The post holder will play a key role in driving forward the vision and the strategic development of the school, to best meet the needs of each individual pupil and staff member.

The role will build on the positive working environment that The Avenue has long been recognised for. The successful candidate will provide professional and inspirational leadership, taking the lead on a program of staff mentoring to support individuals in becoming impactful and reflective practitioners whilst gaining appropriate qualifications to support their career development.

You will work with the leaders, line managers and HR colleagues within the school to ensure appropriate and bespoke programs of coaching and mentoring are planned for and delivered as appropriate to the individual, which could link to course requirements. You will promote staff performance in line with the School Development Plan and the direction of the school, whilst supporting with quality personal development opportunities. You will be integral in developing the policies and practices which promote inclusion and equality.

You will act as a role model for colleagues, in part as a class teacher, supporting them with all aspects of their development and ensuring a culture of the highest expectations and professionalism.

This role will have primary responsibility of mentoring for trainee teachers and foundation degree students.

Specific responsibilities:

- Be the school's ECT Induction Tutor.
- Through being the mentor for foundation degree students, trainee teachers, and teachers in their ECT years, ensure that all statutory requirements are met to best support each individual.
- Attend all appropriate external training offered, ensuring best practice and appropriate support for individuals, sharing with leadership colleagues as appropriate.
- Ensure reporting, observations, feedback, and support plan deadlines are met consistently.
- Alongside leadership colleagues, ensure that the school has the appropriate capacity to support individuals with their training requirements.
- Act as lead professional and main point of communication for universities, colleges, and course providers.
- Work in collaboration with and offer appropriate support, training, and guidance for other colleagues who are also directly supporting, coaching, mentoring, and line managing trainees and students.
- Regularly observe all mentees, as per guidance and expectations.
- Ensure all policies relevant to the role are accurate, up-to-date, and accessible to staff.
- Maintain expert knowledge of best practice, statutory expectations, and changing guidance relating to the individual aspects of the role.
- Regularly report and feed back to senior colleagues and line managers on the progress and challenges for individuals undertaking the varied teacher training programs and routes

General responsibilities:

- Play a key strategic role, working positively and supportively, in the development of the school policies and strategy and their implementation, with equal opportunities at the fore continuously.
- Play an active role in the identification of the needs and priorities of the school, through the process of self-review and monitoring.
- Identify, plan and implement the aims of the school, working alongside Leadership colleagues and Trustees, in line with the School Development Plan.
- Model excellent professional conduct with colleagues, pupils, parents, and the wider community, adhering to the principles of restorative practice.
- Ensure that the principles of the school's child protection and safeguarding policy are prioritised in all aspects of your work.
- Support and maintain a positive coaching and mentoring culture across the school.
- Utilise the talents of all staff within the school to support professional development.
- Play a role in the recruitment process (internal and external) of teachers and support staff as appropriate.
- Foster positive relationships with all members of the school, parents, and the local community, maintaining positive and open communication pathways.
- Maintain an awareness of current and proposed political, economic, social, religious, and technological influences (national and local) which may have an impact on the strategic and operational direction of the school.
- Attend and produce reports for meetings, inc. leadership, professionals, and Trustees' meetings as required.
- As a line manager, carry out appraisals, supporting a culture where all staff value and prioritise the appraisal process, taking responsibility for their CPD.
- Produce and contribute to material for the school website, newsletters, and other publications as required.

- Promote the highest standards of engagement, attendance, punctuality, conduct, and attitude at all times.
- Take on any additional responsibilities as required and agreed with the Headteacher.

The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document. It may be modified by the Headteacher/Line Manager, in discussion with you, to reflect or anticipate changes in the job, commensurate with the salary and job title. The job description will be reviewed at least twice a year as part of the Appraisal process.

There is a directed teaching time with this role of two days a week. This element is to be discussed with the Headteacher.