

LEARNING MENTOR

Recruitment Pack





BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Student's first
- It's about learning
- No barriers

Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



Thank you for considering a career with The Futures Trust.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.

Tyson Lane
Head Teacher



President Kennedy School is an outstanding school that is committed to Building Brighter Futures for all of its students.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

We look forward to hearing from you.



Job Details

JOB TITLE	LEARNING MENTOR
OPPORTUNITY	This is an exciting time to join The Futures Trust. We are seeking to appoint an excellent Learning Mentor to provide a complementary service to that provided by teachers, pastoral staff and our Inclusion Team. Learning Mentors provide additional support which supports the needs of students in order to overcome barriers to learning inside and outside school so they may achieve their potential.
REPORTING TO	College Director
LOCATION	Based at President Kennedy School with a requirement to travel to work at or for schools in the Trust.
SALARY / HOURS	Grade 4 – £30,823 - £27,109 (FTE) / £26,756 - £23,532 (pro-rata) 37 Hours per week, 39 weeks per annum
BENEFITS: ENHANCING WORKING LIVES	- Competitive rates of pay - Professional development opportunities - Career pathways across the Trust - Teacher / Local Authority Pension Scheme - Online retail discount - Employee Assistance Programme - Family Friendly policies to support family & carer commitments - Flexible Working Arrangements www.thefuturestrust.org.uk/why-work-for-the-futures-trust

Building Brighter Futures



▼ Job Description

Job Purpose:

To provide a complementary service to that provided by teachers and pastoral staff and Inclusion Team in order to address the needs of students who need help and support to overcome barriers to learning inside and outside school to achieve their potential.

To contribute to raising standards of attainment, improving attendance, reducing exclusions and maintaining good standards of behaviour.

Duties and responsibilities:

- Develop positive one to one mentoring relationships with an identified group of students who need support to overcome barriers to learning.
- Work collaboratively with the college team, teachers, pastoral and inclusion staff, Attendance Officers and other agencies to identify student with barriers to learning and at risk of disaffection in order to ensure that they receive support.
- Ensure regular attendance of students on case load by transporting them into school as necessary.
- To use SEND pupil profiles with students and staff to remove barriers to learning.
- Devise, implement and evaluate individual student action plans for student identified as needing support, working with teachers and other staff.
- Offer small group work targeting particular areas of need. This should be established on the timetable throughout the year.
- Establish and maintain home/school liaison with the families and carers of student receiving support in order to keep them informed about student needs and progress, and to secure positive family and carer involvement and support.
- Establish good relationships and work closely with other agencies who may also be involved in supporting a targeted student –e.g. CAF workers, L&BSS, CAMHS and external charities or youth support groups – so that the needs of the student concerned are met in a focused and integrated way.



- Develop a full understanding and knowledge of the range of agencies and activities, which can provide support to vulnerable students.
- Promote the efficient and effective transfer of student information at points of transition and support student during transition in line with policy and practice.
- Encourage positive attitudes to students receiving support and a shared understanding of their needs within the school.
- Network with Learning Mentors in this and other schools to ensure identification and dissemination of best practice.
- Liaise and meet regularly with the designated senior manager to report and discuss the progress of targeted students and to take the appropriate action as agreed.
- Attend meetings and Parent Consultation events as required.
- Provide evidence of using the impact of this intervention as required by the line manager using a consistent approach to reporting outcomes.

Line management

The job involves no direct responsibility for the supervision, direction or co-ordination of other employees. The work may involve demonstration of own duties, or providing advice and guidance to new employees or others.

Professional Development

- Maintain personal professional development to ensure that the knowledge and skills required to fulfil the role of Learning Mentor are up to date.
- Be a professional role model, and understand and promote the aims of the School and the values of the Trust.



Person Specification

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EDUCATION AND QUALIFICATIONS	- GCSE English and Maths at Grade C or above or equivalent - Educated to at least A level standard or equivalent qualification	- Evidence of a higher level qualification, e.g. degree and/or relevant experience commensurate with role - Particular strength in English and/or Maths	Application Form Certificates
SKILLS AND ABILITIES	- Highly organised; can prioritise and work well under pressure. - Able to work within set timescales and meet deadlines. - Able to communicate effectively both verbally and in writing with a range of audiences including students, teachers, other professionals and parents - Able to communicate to and monitor the effectiveness of external agencies - To liaise effectively with Subject Leaders, Student Support to remove barriers to learning - Strong ICT skills and the ability to interpret and use data to inform effective learning strategies.		Application Form Interview Test

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EXPERIENCE	• Providing individual support for children and young people • Genuine desire to help young people from disadvantaged backgrounds succeed. • Be able to guide and coach students, offering specific support such as anger management, building self- esteem and self-awareness.	• Experience of classroom experience, or relevant work with young people in one of a range of fields such as education, youth work, health and social work • Proven ability to use and understand assessment data.	Application Form Interview

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
KNOWLEDGE AND UNDERSTANDING	• Knowledge of the different ways students learn. • Understanding of the needs and characteristics of young people and their families. • Understanding of the roles played by various adults in the education of young people and their families.		Application form Interview
OTHER REQUIRMENTS	• A professional role model who is committed to their own professional development and to developing others • Committed to and able to promote the aims of the school and the values of The Trust: Students First, It's about Learning, No Barriers. • Able to work calmly under pressure • Able to work flexibly, and to attend meetings and INSET days as required		Interview



How to apply

Closing date:

Sunday 8th November 2026

Interviews:

w/c Monday 9th November 2026

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:

tel: 02477 102134

To apply for this post, please complete the online application form found at:

www.thefuturetrust.org.uk/work-with-us/current-vacancies

On application, please read the following policies found at:

www.thefuturetrust.org.uk/work-with-us/recruitment-policies

- President Kennedy School Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.

The successful candidates for all positions will be subject to an enhanced DBS check and Children's Barred List check.